

5. Work with the emergency service providers to implement a funding source for long-term capital equipment purchases.
6. Support the endeavors of the Joint Planning Committee to implement the Joint Comprehensive Plan in a fiscally responsible manner.
7. Encourage local citizens to volunteer their services on municipal committees as vacancies arise.
8. Continue to implement policies and procedures that maintain the quality of life that our citizens expect.
9. Work with the Lancaster YMCA to facilitate a smooth transition from the present L-S Recreation Commission format into the board management concept proposed by Lancaster YMCA.

MANAGER – The Borough Manager reviewed her written report and provided the following additional information:

1. There are two upcoming seminars, a DCNR Grant seminar and a PSATS planning seminar regarding infill opportunities.

POLICE – The Police Report for December 2008 was received and accepted.

PUBLIC WORKS – The Public Works Report for December 2008 was received and accepted. Dale Spaulding asked about the ditches across Route 896 and the Borough Manager stated that they were from the replacement of the service lines as part of the relocated water main associated with the Bypass project, which was an Authority project. Jim Kiscaden stated that the Authority is working on Phase 1 for the replacement of the 8” water line on Georgetown Road from the end of town to Bishop Road, and the bids for the materials are to be opened by the Authority on January 22, 2009.

ZONING OFFICER – The Zoning Officer’s Report dated December 26, 2008, was received and accepted.

ENGINEER – The Engineer’s report dated January 9, 2009, was reviewed. Jim Kiscaden asked how much was expended for the contract management phase of the Route 896 Relocation Project, because he wanted to verify that there are not cost overruns. The Borough Manager stated she would obtain and forward that information to the members.

UNFINISHED BUSINESS:

NEW BUSINESS:

44 STRASBURG ASSOCIATES, LLC – HAMPTON INN HOTEL – PRESENTATION OF PRELIMINARY LAND DEVELOPMENT PLAN AND WAIVER REQUESTS: Dennis Gehringer, the land use planner for the project, was in attendance and provided an overview of the project to date. Mr. Gehringer stated that the Preliminary Plan for the 83 room Hampton Inn received conditional plan approval recommendation from the Planning Commission and a variance from the Zoning Hearing Board for the height of the structure. They are requesting tonight that Borough Council grant an extension of time in which the Borough

Council is required to act on the plan so they can present a better finished product for Borough Council's consideration. Mr. Gehringer stated they are proposing a 83-room Hampton Inn & Suites to parallel McCarter Lane which will form an L-shape with the existing restaurant and banquet hall. He added that part of the plan is to modify the existing parking lot and install accesses, including an additional connecting vehicular access into Charter Homes primarily for emergency purposes. He stated that the added architectural details as proposed have been approved by the franchise.

He also stated that a brick structure which will be connected to the Hampton Inn is also proposed, which is for an indoor swimming pool. Mr. Gehringer stated that they are planning to first construct the Hampton Inn to provide some economic benefit to the property and then come back to future meetings for the additional development of the property. Mr. Gehringer stated that all but one of the waiver requests received a recommendation from the Planning Commission. He went on to state that the one waiver request that was not recommended for approval was for internal sidewalks. He stated that he has come up with an alternative, which he has discussed with the Borough Engineer, to place a sidewalk crossing the driveway and following the top of the embankment to connect to the sidewalks at Charter Homes. The additional structures on the property were discussed and Mr. Gehringer stated that they will feature four sided architecture and may use brick or other materials to complement the brick. He added that they will be mostly one story structures.

Mr. Gehringer stated that their hope is to begin construction in the Spring. The waivers requested were discussed and President Kiscaden stated that these will be considered at the February 10, 2009 Borough Council meeting after it has been re-reviewed by the Borough Engineer.

The Borough Manager stated that a letter from the Borough Engineer was received to day regarding the sidewalks being placed outside of the right-of-way for the Bypass. She also stated that the Solicitor is beginning to prepare a list of conditions for Borough Council's consideration.

Penny D'Alessandro asked about the future construction on the site. Mr. Gehringer stated that they will be pursued based on market demand, and that currently market demand is very tough and any improvement will require coordination.

Bruce Ryder stated that because of Route 896 as a limited access highway, the sidewalks cannot be in the right-of-way and they are waiting on additional information from the Solicitor and come back with a recommendation on how to adjust the plans based on the change from PennDOT.

ACKNOWLEDGMENT OF 44 STRASBURG ASSOCIATES' EXTENSION OF TIME UNTIL MARCH 31, 2009: Cindy Baker made a motion, seconded by Lee Potts and passed unanimously to acknowledge 44 Strasburg Associates' extension of time until March 31, 2009.

STRASBURG BUSINESS PLACE – REDUCTION IN LETTER OF CREDIT: Dale Spaulding made a motion, seconded by Don Bachman and passed unanimously to approve the reduction in the Strasburg Business Place letter of credit #1109 in the amount of \$36,337.95 as reviewed and recommended by the Borough engineer, leaving a balance of \$86,078.30.

RECRUITMENT FOR VOLUNTEERS FOR YMCA BRANCH BOARD OF MANAGERS:

Jim Kiscaden stated that information has been received from the YMCA regarding the establishment of a Board of Managers, and will begin meeting in the Spring or Summer, and they are seeking volunteers to serve (there is not a limit of number of volunteers from each municipality but the board will be a total of 15 members and all municipalities must be represented). The Borough Manager stated that she was contacted Ray Garraffa, who currently serves on the Building Committee, and he is very interested in serving on the Branch Board of Managers and she believes he would be an excellent candidate. Bruce Ryder suggested that members who have served over the years as Borough recreation representatives be contacted as well. Dale Spaulding stated that he is interested in serving as well.

PAYMENT OF BILLS: Cindy Baker made a motion, seconded by Penny D'Alessandro and passed unanimously to approve the payment of the five lists of bills dated 12/8, 12/15, 12/19, 12/31 and 1/8/09 totaling \$63,485.91. Dale Spaulding noted that the payment of bills includes a payment to the Strasburg Playground Association for the installation of the backstop which was \$7,800 and falls under the maximum of \$8,000 that was approved to be spent.

OTHER BUSINESS: The Borough Manager reported that she has received information from the Open Records Officer Solicitor regarding the new Right to Know Act. They are suggesting that a separate Open Records Officer be appointed to handle Police Department information requests, and she suggests appointing Chief F. Steven Echternach to this position.

Don Bachman made a motion, seconded by Dale Spaulding and passed unanimously to appoint F. Steven Echternach as Open Records Officer for matters involving Police Department requests.

CITIZEN'S COMMENTS: May Gaynor stated that she thought the list of goals presented by Jim Kiscaden sounded good.

Cindy Baker reminded everyone that the Sertoma Club Superbowl sub sale will be held on January 30 and 31, 2009. She reminded members that the Sertoma Club now sponsors the Memorial Day parade and that the insurance alone for that event is over \$300.00.

Jim Kiscaden added that the Strasburg Fire Company buffet breakfast will be held on January 31, 2009, from 6 am to 10 am.

Don Bachman stated that the Strasburg Sportsmen are holding a block shoot on January 31, 2009, and stated that some of their funds are used to purchase flags that are placed at the Cemetery.

ADJOURNMENT: Lee Potts made a motion, seconded by Cindy Baker and passed unanimously to adjourn the meeting at 8:36 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

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STRASBURG BOROUGH COUNCIL
FEBRUARY 10, 2009
MINUTES

Members Present: Jim Kiscaden Cindy Baker
 Don Bachman Lee Potts
 Dale Spaulding Penny D'Alessandro
 Mike Sollenberger

Others Present: Bruce L. Ryder, Mayor
 Lisa M. Boyd, Borough Manager
 F. Steven Echternach, Police Chief
 Cindy Hummel, Lancaster News
 Dennis Gehringer
 May Gaynor

CALL TO ORDER AND PLEDGE TO THE FLAG: President Kiscaden called the meeting to order at 7:30 P.M., followed by the salute to the flag. President Kiscaden announced that the meeting is being audiotaped to assist in the preparation of the minutes. The Borough Manager took the roll call.

REQUESTS TO BE HEARD: None.

MINUTES OF JANUARY 13, 2008: Don Bachman made a motion to approve the minutes of the January 13, 2008 meeting as printed. Cindy Baker seconded the motion. Motion carried with members Kiscaden, Bachman, Spaulding, Baker, Potts and D'Alessandro cast assenting votes. Member Sollenberger abstained from voting because he was not in attendance at the meeting.

REPORTS:

MAYOR – The Mayor had no written nor verbal report.

PRESIDENT – Jim Kiscaden highlighted that the Strasburg Fire Company responded to 186 calls during 2008 (approximately 3800 hours) and 22 calls in January 2009. He stated that the Fire Company will be submitting more frequent reports and Fire Chief Rick Wentz will be in attendance at the March 10, 2009 meeting to review their annual report. He added that of the 2300 fund drive letters sent on May 1, 2008, 772 responses were received through January 31, 2009, resulting in donations totaling \$42,425.00. Dale Spaulding commented that a large amount of time is spent on training, noting that this report shows 868 ½ hours. Jim Kiscaden also added that UGI will be coming to the Strasburg Fire Company in March 2009 to review natural gas emergencies.

MANAGER – The Borough Manager reviewed her written report and provided the following additional information:

1. The deadline for filing petitions for being placed on the Primary Election Ballot is March 10, 2009.

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2. The Joint Planning Commission is again reviewing the Environmental Advisory Council.
3. She and Cindy Baker will be attending the PSAB Conference on March 23 & 24.
4. She and Don Bachman will be attending the quarterly LCBA meeting at Millersville University on February 25, 2009.
5. A Citizen's Binder including public information for citizens to review prior to a Borough Council meeting will be available on the Monday prior to the meeting.

POLICE – The Police Report for January 2009 was received and accepted. Chief Echternach stated that on February 12, 2009, the SERT Team will be training utilizing the house that is owned by the Authority on Summit Hill Road that has to be torn down.

PUBLIC WORKS – The Public Works Report for January 2009 was received and accepted. Mike Sollenberger asked if any slow plowing complaints were received and the Borough Manager replied that a few complaints were received from Miller Street residents but were caused by a PennDOT plow, and that information was forwarded to PennDOT.

ZONING OFFICER – The Zoning Officer's Report dated February 2, 2009, was received and accepted.

ENGINEER – No report was submitted.

CONSENT AGENDA: Dale Spaulding made a motion to approve the following items on the Consent agenda. Mike Sollenberger seconded the motion. Motion carried with members Kiscaden, Baker, Bachman, Potts, Spaulding and Sollenberger casting assenting votes. Member D'Alessandro recused herself from voting because she is an applicant for one of the HARB Certificates of Appropriateness.

PAYMENT OF BILLS IN THE AMOUNT OF \$29,095.40
HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATES OF
APPROPRIATENESS – 24 WEST MAIN AND 55 EAST MAIN STREET
ACCEPTANCE OF HISTORIC ARCHITECTURAL REVIEW BOARD
ANNUAL REPORT
ACCEPTANCE OF CIVIL SERVICE ANNUAL REPORT

UNFINISHED BUSINESS:

44 STRASBURG ASSOCIATES, LLC – HAMPTON INN HOTEL – PRELIMINARY PLAN:

Jim Kiscaden reminded the members that Mr. Gehringer was in attendance at the last meeting and reviewed their application. Since that time, the Solicitor has drafted a set of 43 conditions to be considered to be attached to the Preliminary Plan, and the attorney representing the applicant has agreed to accept those conditions and have been signed by Mr. Dennis Gehringer on their behalf.

Mr. Gehringer stated that the sidewalk location for the portion running across Historic Drive from McCarter to the entranceway has been placed outside of the right-of-way (to comply with the state) and is up on a mound which changes grade from a higher site to a lower road. He

stated that they would like to locate the one section of sidewalk after the construction of Historic Drive because of the grading.

Penny D'Alessandro asked about the Traffic Impact Study. Mr. Gehringer stated that the study that has been completed considers only the new units in this hotel, and a new traffic study will be needed for future development of the site. Penny D'Alessandro also asked about the new parking lot and questioned why more trees were not proposed. Mr. Gehringer stated that all of the tree counts are met in the area of the new parking lot. He added that the waiver requested is for the existing parking lot because, for example, it requires a tree every 10 spaces and the existing parking lot is 11 spaces. Mr. Gehringer reminded that the trees that will be planted in the waiver-requested area will be larger trees, but the actual number of trees required is met. The Borough Manager added that the plan was reviewed by the Tree Committee and Planning Commission.

ACTION OF WAIVER REQUESTS: Dale Spaulding made a motion, seconded by Lee Potts and passed unanimously to grant waivers from the requirements of Sections 304.B.15, 307.H, 307.N.22, 307.N.23 and 803 of the Strasburg Borough Storm Water Management Ordinance, as amended, and to grant waivers from the requirements of Sections 402.05.4(12), 603.03, 603.09, 604.01 and 610 of the Strasburg Borough Subdivision and Land Development Ordinance of 1995, as amended, relating to the Preliminary Land Development Plan for 44 Strasburg Associates, LLC (the "Applicant"), prepared by Landcore Engineering Consultants, P.C., dated September 18, 2008, last revised January 8, 2009, subject to compliance with the 43 conditions which have been accepted by the Applicant and which are incorporated by reference into this Motion.

ACTION ON PLAN: Cindy Baker made a motion, seconded by Lee Potts and passed unanimously to grant conditional approval of the Preliminary Land Development Plan for 44 Strasburg Associates, LLC (the "Applicant"), prepared by Landcore Engineering Consultants, P.C., dated September 18, 2008, last revised January 8, 2009, subject to compliance with the 43 conditions which have been accepted by the Applicant and which are incorporated by reference into this Motion.

ADOPTION OF GOALS FOR 2009: Dale Spaulding made a motion, seconded by Mike Sollenberger and passed unanimously to adopt the Goals for 2009 as drafted by Council President Jim Kiscaden.

NEW BUSINESS:

APPOINTMENT OF PLANNING COMMISSION MEMBER: Jim Kiscaden stated that three citizens expressed interest in filling this vacancy, and all were interviewed by the Personnel Contacts. The Personnel Contacts recommend appointing Shelby Nauman.

Penny D'Alessandro made a motion, seconded by Lee Potts and passed unanimously to appoint Shelby Nauman to the Planning Commission to fill the unexpired term of Mike Sollenberger until December 31, 2009.

ADOPTION OF WINTER MAINTENANCE RESOLUTION 2009-1: Mike Sollenberger made a motion, seconded by Lee Potts and passed unanimously to adopt the Winter Maintenance Resolution 2009-1 which adds Historic Drive to PADOT's Winter Maintenance Agreement.

ADOPTION OF POLICE PENSION CONTRIBUTION RESOLUTION 2009-2: Penny D'Alessandro questioned that the Police Contract allows for a maximum of 1.5% contribution and the proposed resolution sets the contribution rate at 1.3%. The Borough Manager stated that only about \$400 would be realized if the contributions were raised from 1.3% to 1.5%, and it was recommended by the Borough's Actuary to leave the contribution rate at 1.3% because this will be an item that will need to be renegotiated during the discussions for the 2010 contract.

Mike Sollenberger made a motion, seconded by Cindy Baker and passed unanimously to adopt the Police Pension Contribution Resolution 2009-2 which sets the pension contribution for the Police Officers at 1.3% of their salary.

OTHER BUSINESS: None.

CITIZEN'S COMMENTS: None.

ADJOURNMENT: Mike Sollenberger made a motion, seconded by Lee Potts and passed unanimously to adjourn the meeting at 8:30 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

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STRASBURG BOROUGH COUNCIL
MARCH 10, 2009
MINUTES

Members Present: Jim Kiscaden (7:55 p.m.) Cindy Baker
 Lee Potts Dale Spaulding
 Penny D’Alessandro Mike Sollenberger

Others Present:

Bruce L. Ryder, Mayor	Brad Gochnauer
Lisa M. Boyd, Borough Manager	Charles Book
F. Steven Echternach, Police Chief	Jim Johnson
Debbie Wygent	Robert Weaver
Joyce Gerhart	Rick Wentz
May Gaynor	Mary Dresser
Patricia Martin Hunt	Joe Anderson
Tony Baker	

CALL TO ORDER AND PLEDGE TO THE FLAG: Vice President Sollenberger called the meeting to order at 7:30 P.M., followed by the salute to the flag. Vice President Sollenberger announced that the meeting is being audiotaped to assist in the preparation of the minutes. The Borough Manager took the roll call.

REQUESTS TO BE HEARD: Joe Anderson, representing the Strasburg Community Park Board, was in attendance and stated that because of the location of the property line between the Borough and the Park and where they had originally wanted to construct their pavilion, they will not have access to the first floor directly at ground level. He asked if it was a possibility to construct the pavilion to straddle the property line. The Borough Manager stated that the Park Board previously obtained permission through the Zoning Hearing Board to locate the building on the property line and stated that she will look into this new request.

Mary Dresser asked for the status of the Army Corps of Engineers wetlands crossing approvals for Trails at Strasburg Phase 2 and questioned their proposal to mitigate wetlands outside the Borough. She asked that the Borough communicate with Pat Strong of the Army Corps of Engineers to request that they look into a site to be mitigated as close to the Borough as possible. Mary Dresser also asked if a review could be requested of the Trails at Strasburg Phase 2 developer as to their status on satisfying the lengthy list of comments. Mike Sollenberger stated that he was also concerned with these issues and will be asking the applicant these questions later in the meeting.

MINUTES OF FEBRUARY 10, 2009: Cindy Baker made a motion, seconded by Penny D’Alessandro and passed unanimously to approve the minutes of the February 10, 2009 meeting as printed.

PRESENTATION OF STRASBURG FIRE COMPANY ANNUAL REPORT – RICK WENTZ:

Fire Chief Rick Wentz was in attendance and stated that each member was provided a written copy of their 2008 annual report. He stated that they responded to 186 calls, 72 each in Strasburg Borough and Strasburg Township, with Strasburg Township having a \$233,000 property loss compared to Strasburg Borough's \$50,000. Chief Wentz stated that in addition to the increased number of emergency calls, they also completed 868.5 hours of training which includes aerial operations training for their new ladder truck and volunteer hours for fundraising. When asked, Chief Wentz stated that they have approximately 25 active volunteers. There were 22 calls in January 2009 which included vehicle accidents, AED assists for cardiac arrests, vehicle accident with entrapment, standbys, medical assist, chimney fire, automatic alarm as well as building, barn and dwelling assists to other departments. February 2009 calls included automatic alarms, standbys, chief investigations, vehicle accidents, brush as well as assisting other departments with a propane leak and building fires. Penny D'Alessandro asked if special training would be required because of the gas line coming into town and Chief Wentz stated that there is, and in fact there a class held in December and another one later in March. Mike Sollenberger thanked the volunteers for doing a terrific job protecting our community and for the community supporting the fire company at their recent mud sale.

REPORTS:

MAYOR – The Mayor stated that work continues on the Route 896 Relocation project including utility pole relocations, work beginning with the large drainage pipes behind the Laundromat as well as work on the south and east end of the project. He anticipates more work to continue as the weather improves.

PRESIDENT – The President had no written report.

MANAGER – The Borough Manager apologized that a written report was not submitted and verbally reported on the following items:

1. She has been working on several Authority projects including the 12" water main installation project which includes bids for surveying, materials and installation.
2. A property sale for \$1 on West Hillcrest Avenue was listed in Sunday's paper. She found out that the reason it was listed as being sold for \$1 is that the property owner requested that the sale price not be listed and that the Borough will receive transfer tax based on a statement of value.
3. The Joint Planning Commission will meet on March 17, 2009 at the Borough Office at which time they will continue to work on the Official Map and the Environmental Advisory Council. She was advised by the secretary of the Joint Planning Commission that they would like a joint meeting between the Council and the Supervisors at which time a professional on Environmental Advisory Councils will attend and outline the pros and cons of an EAC.
4. Some of the potholes are back on Historic Drive and the contractor has indicated that they will be repaired within the next week.

POLICE – The Police Report for February 2009 was received and accepted. Mike Sollenberger noted and thanked the officers for donating their time to assist at the Strasburg Fire Company annual sale.

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PUBLIC WORKS – The Public Works Report for February 2009 was received and accepted.

ZONING OFFICER – The Zoning Officer's Report dated March 2, 2009, was received and accepted. Mike Sollenberger noted that two applications will be considered at a Zoning Hearing Board meeting scheduled for March 16, 2009.

ENGINEER – The Engineer's report for February 2009 was received and accepted.

CONSENT AGENDA: Dale Spaulding made a motion, seconded by Lee Potts and passed unanimously to approve the following items on the Consent agenda:

PAYMENT OF BILLS IN THE AMOUNT OF \$130,731.96

HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATES OF

APPROPRIATENESS – 117 EAST MAIN STREET AND 28 MILLER STREET

APPROVAL OF HRG 2009 RETAINER AGREEMENT

DESIGNATION OF OFFICIAL PSAB VOTING DELEGATES

UNFINISHED BUSINESS: None.

NEW BUSINESS:

STRASBURG PLAYGROUND ASSOCIATION – REQUEST FOR FEE-IN-LIEU OF FUNDS:

Charles Book and Jim Johnson, representing the Strasburg Playground Association, were in attendance and asked if Borough Council would consider allocating \$3,000 for an 8' high chain link fence around the upper diamond to run along the baselines for safety reasons. Additionally, they are also requesting and any remaining funds to purchase trash cans.

Cindy Baker asked if Little League was still banned from using the fields. Charles Book stated that they were never banned, the other groups that have used the fields for many years have first choice at using the fields and that the Little League would have to coordinate their use with those other groups. It was stated that the Little League would like to work with the Playground Association and then could assist them with repairs.

Dale Spaulding made a motion, seconded by Jim Kiscaden and passed unanimously to approve the Strasburg Playground Association's request to utilize \$3,000 of the fee-in-lieu of funds for the purchase of an 8' high baseline fence.

The Borough Manager added that Rich Shindle, on behalf of the Strasburg Pool, submitted a request for fees-in-lieu of after this agenda deadline, and that request was forwarded to Borough Council for their consideration at a future meeting.

TRAILS PHASE 2 – REQUEST FOR EXTENSION OF TIME: Bob Weaver representing Chatham Creek LLC, Joyce Gerhardt from RGS Associates and Brad Gochnauer from Vortex were in attendance to answer any questions and reminded Borough Council that they approved this Preliminary Plan in April of 2008. Mr. Weaver further explained that since they have to obtain approvals from Army Corps of Engineers, the Department of Environmental Resources, and the Conservation District for their Erosion and Sedimentation Plan that it is necessary to

request an extension of time. Mr. Weaver explained that there is an area in Lots 2 and 3 which are classified as wetlands and they have made provisions in their plans to preserve these areas which will be subject to a legally enforceable conservation easement which will be fenced. Mr. Weaver went on to state that even though those protection steps were being implemented, the Army Corps of Engineers also wanted a mitigation site in case the wetlands area is ever disturbed. He also stressed that the wetlands in Strasburg Borough are not being disturbed, the additional mitigation area is only in case the area is someday disturbed. They had found a mitigation site which already has wetlands in Manheim Township which was then turned down. Brad Gochnauer reviewed in detail the steps required for obtaining the wetlands crossing permits and his search to locate a suitable mitigation site. He stated that after an extensive search, a mitigation site in Penn Township was located and is being pursued.

Patricia Hunt expressed her concern for protecting the wetlands and the runoff areas. Mary Dresser asked if an expansion to the wetlands in Phase 1 could be considered to which Mr. Gochnauer stated that there is not an opportunity on that site to obtain the necessary .16 acre. Mary Dresser also asked how Mr. Gochnauer locates possible mitigation sites and if he contacted park agencies in Strasburg Borough and Strasburg Township. Mr. Gochnauer stated that he investigated the possibility of a site in Jaycee Park but it is not a suitable location because the wetland area at that site was not constructed as a mitigation site and has water table fluctuation. Mr. Gochnauer stated that he did not contact Strasburg Township or East Lampeter Township regarding possibly mitigating an area in their parks. Mary Dresser expressed her concern that the Borough was not advised of the steps being taken in locating a mitigation site until the location is almost finalized. Jim Kiscaden echoed this concern. Mr. Gochnauer stated that the Borough was advised in July of 2008 of the problems encountered with the Manheim Township site to which the Borough Manager agreed.

Bob Weaver stated that they have basically met the remaining conditions but based on their comment letter, they were advised to not submit any documentation until all conditions were met.

Jim Kiscaden stated that he did not believe it would be ethical on our part to deny granting the extension of time because the applicant would only have to go through the entire Preliminary Phase process and it would result in the same conditions as before.

Patricia Hunt reminded that the Strasburg area is getting closer to the Army Corps of Engineers streams and watershed study.

Cindy Baker made a motion, seconded by Penny D'Alessandro and passed unanimously to approve the 6 month extension of time for Keystone Custom Homes in order for them to address the conditions of the Preliminary Plan and to have the applicant provide a letter acknowledging that all the conditions that were imposed remain in effect and that any costs incurred by the Borough in reviewing this request will be reimbursed.

SAFETY COMMITTEE RECOMMENDATIONS – MIRROR AT LANCASTER

AVENUE/PROSPECT ROAD: Bruce Ryder stated that several years ago, private individuals put up a mirror, possibly three times, at Lancaster Avenue and Prospect Road, and then the mirror was removed when they decided not to replace it again. Someone then contacted a

reporter at the Lancaster newspaper. PennDOT's regulations prohibit a municipality from installing a mirror along a PennDOT roadway without a permit. Bruce Ryder stated that the Safety Committee confirmed PennDOT's regulations, conducted a traffic count and found that the intersection did not meet the requirements for a mirror and that the solution to that intersection's problems is to rebuild the intersection. Bruce Ryder was then advised that the Borough should send a letter to Dave Royer at Lancaster County to have the intersection added to the 12 year plan as a safety improvement, and then Lancaster County prioritizes the intersection and places it on their list. Bruce Ryder has received estimates of \$300,000-\$500,000 to upgrade that intersection and because we do not have the money for this, which is why we are requesting to have this added to PennDOT's list. PennDOT also stated that they believe this intersection is located in Strasburg Township and they suggest Strasburg Township also making the request (but Strasburg Township does not begin until part way down Prospect Road).

Dale Spaulding made a motion, seconded by Lee Potts and passed unanimously to authorize the Borough Manager to submit a letter to PADOT requesting that the Lancaster Avenue/Prospect Road intersection be considered as a project for their 12 Year Plan.

APPROVAL FOR STRASBURG FIRE POLICE TO ASSIST AT BART TOWNSHIP'S FIRE COMPANY SALE: Jim Kiscaden stated that he forwarded this request because he was contacted by Bart Township Fire Police to request Strasburg Fire Police's assistance at their annual sale and as required by our workers compensation carrier, this must be approved by Borough Council.

Dale Spaulding made a motion, seconded by Cindy Baker and passed unanimously to approve the request of Bart Township to have Strasburg Fire Police assist the Bart Township Fire Company during their annual sale.

OTHER BUSINESS: Senator Smucker and Representative Cutler will be holding a breakfast meeting on March 13, 2009 and Borough Council is invited to attend.

CITIZEN'S COMMENTS: Joe Anderson and Cindy Baker reported that the Strasburg Community Park was mowed and baled by Don Welk Sr. and Don Welk Jr. to reduce the liability of an uncontrolled brush fire.

May Gaynor stated that she believed the Lancaster Avenue/Prospect Road intersection is listed in the Strasburg Region Joint Comprehensive Plan as being a dangerous intersection.

Jim Kiscaden asked if the Joint Planning Commission considered the following intersections as dangerous as well:

- May Post Office/Shaub Road
- May Post Office/Reservoir Road
- May Post Office/Sawmill Road
- May Post Office/White Oak Road

Mr. Kiscaden noted that he felt these are much more dangerous intersections based on the number of Fire Company emergency calls, as compared to the number of accidents at Ronks & Herr Roads and Lancaster Avenue/Prospect Road. May Gaynor stated that she would take the annual fire company report to the Joint Planning Commission for their review. Bruce Ryder

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suggested the Joint Planning Commission also contact the State Police for accident data. Mary Dresser stated that she believed these intersections are included in the Comprehensive Plan as being dangerous and that the intersections recently mentioned in the minutes are additional intersections to be considered.

Mike Sollenberger reminded those in attendance that the Strasburg Lions Club pancake breakfast is being held at the Strasburg Elementary School on Saturday, March 14, 2009.

Mike Sollenberger congratulated Cindy Baker for Merenda Zug's coffee shop's 10 year anniversary and for her recent improvements.

ADJOURNMENT: Jim Kiscaden made a motion, seconded by Cindy Baker and passed unanimously to adjourn the meeting at 9:26 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

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STRASBURG BOROUGH COUNCIL
APRIL 14, 2009
MINUTES

Members Present: Jim Kiscaden Cindy Baker
 Lee Potts Dale Spaulding
 Mike Sollenberger Don Bachman

Others Present:

Bruce L. Ryder, Mayor	Rich Shindle
Lisa M. Boyd, Borough Manager	Mary Dresser
F. Steven Echternach, Police Chief	Pete Kingsley
Cindy Hummel, Lancaster Newspapers	Patricia Hunt
Joe Anderson	May Gaynor
Randy Hock	Suzi Knowles
Mike Chiodo	

CALL TO ORDER AND PLEDGE TO THE FLAG: President Kiscaden called the meeting to order at 7:30 P.M., followed by the salute to the flag. President Kiscaden announced that the meeting is being audiotaped to assist in the preparation of the minutes. The Borough Manager took the roll call.

REQUESTS TO BE HEARD: May Gaynor stated that the Zoning Hearing Board will be announcing their decision on the application for a LED sign at the Garden Spot Bowling Alley at their meeting on April 20, 2009.

MINUTES OF MARCH 10, 2009: Mike Sollenberger made a motion to approve the minutes of the March 10, 2009 meeting as printed. Dale Spaulding seconded the motion. Members Kiscaden, Potts, Sollenberger, Baker and Spaulding cast assenting votes. Member Bachman cast a dissenting vote because he was not in attendance at the meeting.

REPORTS:

MAYOR – The Mayor had nothing to report.

PRESIDENT – The President reported that the Strasburg Fire Company has provided a copy of their monthly report.

MANAGER – The Borough Manager highlighted the following items contained in her written report:

1. She and Don Bachman will be attending the Lancaster County Borough's Association meeting on April 22, 2009 and the Lancaster County Planning Commission Breakfast meeting on April 29, 2009.
2. EAC – The suggested date for the EAC presentation is June 30, 2009, at 7:30 P.M. at the Borough Office.

POLICE – The Police Report for March 2009 was received and accepted.

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PUBLIC WORKS – The Public Works Report for March 2009 was received and accepted. Jim Kiscaden reported that the Authority's 12" waterline installation project is going well and the estimated cost of the project is \$600,000. It was suggested that the Authority consider future replacement of the force main on North Jackson Street and that this project may be eligible for stimulus grant funds. Jim Kiscaden stated that the Authority will look into grants and will be discussing grant possibilities at their next meeting.

ZONING OFFICER – The Zoning Officer's Report dated April 6, 2009, was received and accepted.

ENGINEER – The Engineer's report for March 2009 was received and accepted.

TREASURER – Mike Sollenberger made a motion, seconded by Cindy Baker and passed unanimously to accept and file for audit the Treasurer's Report for the period ending February 28, 2009.

CONSENT AGENDA: Dale Spaulding made a motion, seconded by Mike Sollenberger and passed unanimously to approve the following items on the Consent agenda:

PAYMENT OF BILLS IN THE AMOUNT OF \$122,922.94
HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATES OF
APPROPRIATENESS – 122 SOUTH DECATUR STREET AND 57
WEST MAIN STREET
LANCASTER COUNTY CONSERVATION DISTRICT MEMORANDUM
OF UNDERSTANDING

UNFINISHED BUSINESS: None.

NEW BUSINESS:

LIBRARY BOARD MEMBER APPROVAL TO COMPLY WITH STATE CODE: Suzi Knowles, President of the Strasburg-Heisler Library Board, was in attendance and explained that in order for the library to come into compliance with the State Code, she is requesting Borough Council approve the following current board members: Suzi Knowles, Kerri Shindle, Jackie Groff, Winnie Wagner, Monica Coffey, Doug Hostetler, Teresa Cramer, Jeanne Herman and Ken Johnson.

Cindy Baker made a motion, seconded by Lee Potts and passed unanimously to approve the Strasburg-Heisler Library's list of Board members for the library to come into compliance with the State code.

JAYCEE PARK/COMMUNITY PARK – WATER AND SEWER LINES & FEE-IN-LIEU OF FUNDS: Borough Council previously granted approval for water and sewer lines to be placed on the Community Park property in June 2008 and \$30,000 of the fee-in-lieu funds towards the joint project in August 2008. Because the Strasburg Community Park has now decided to gain water and sewer access separate from the Jaycee Park, the Jaycee Park is requesting that although the new water and sewer lines are only servicing their pavilion, that they

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be permitted to be located on the Community Park property as previously approved by Council. Representatives from both parks were in attendance.

A motion was made by Dale Spaulding to approve granting \$15,000 to each Jaycee Park and Strasburg Community Park toward the installation of their water and sewer lines. Mike Sollenberger seconded the motion. Motion carried with members Kiscaden, Potts, Spaulding, Sollenberger and Bachman. Member Baker abstained from voting since she is on the Community Park Board.

Also discussed was the Jaycee Park water and sewer lines being located on Borough property to which Borough Council stated that the two parties needed to come up with an agreement which outlines items such as maintenance, necessary easements, etc, and return back to Council once that agreement has been drafted and satisfactory to both parties. It was the consensus to table this request.

STRASBURG SWIMMING POOL – REQUEST FOR FEE-IN-LIEU OF FUNDS: Rich Shindle was in attendance to request \$2,623.00 for landscaping at the Strasburg Swimming Pool from the fee-in-lieu of park and open space funds. He indicated that high school students would be doing the work at the end of September. Dale Spaulding stated that his concern is that the pool is for members only and not open to the public. Mr. Spaulding commended the pool for the plan and for a good project which involves working with local school students.

It was the consensus to table this request until the May 12, 2009 meeting.

TREE COMMITTEE APPOINTMENT: Cindy Baker made a motion, seconded by Lee Potts and passed unanimously to approve the appointment of Thomas J. Commero, Jr. to the Tree Committee until December 31, 2011.

FEE SCHEDULE UPDATE – RESOLUTION 2009-3: Dale Spaulding made a motion, seconded by Mike Sollenberger and passed unanimously to approve Resolution 2009-3 to add a “no fee” for nonprofit organizations for a Guided Walking Tours permit to the Borough fee schedule.

OTHER BUSINESS: Dale Spaulding announced that the YMCA will be conducting a membership drive on Saturday, April 18, 2009, and the ribbon cutting will take place on either May 22 or 23, 2009.

Bruce Ryder provided the members with a draft ordinance from Pequea Township which would require developers to provide disclosures on items such as wetlands, floodplains, stormwater easements, etc, which can be considered at a future meeting.

Don Bachman announced that, with the help of local Boy Scouts, he will be placing 4,902 flags at the Strasburg Cemetery for Memorial Day Weekend.

CITIZEN’S COMMENTS: Mary Dresser announced that the Tree Committee will be doing the beautification at the Square on May 20, 2009, at 5:30 P.M., which will replace their regular May meeting.

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May Gaynor encouraged Borough Council to consider their funding request since some of the landscaping at the pool will be outside the fence and open to the public.

EXECUTIVE SESSION – PERSONNEL CONTRACT NEGOTIATIONS : Jim Kiscaden adjourned the meeting into Executive Session at 9:08 P.M. to discuss Personnel Contract Negotiations.

The regular meeting was reconvened at 9:40 P.M. at which time Jim Kiscaden announced that Borough Council's negotiating team will consist of Lee Potts as chair, Penny D'Alessandro and Dale Spaulding.

ADJOURNMENT : Mike Sollenberger made a motion, seconded by Dale Spaulding and passed unanimously to adjourn the meeting at 9:41 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2009-19
STRASBURG BOROUGH COUNCIL
MAY 19, 2009
MINUTES

Members Present:	Jim Kiscaden	Lee Potts
	Dale Spaulding	Penny D'Alessandro
	Mike Sollenberger	Don Bachman

Others Present:

Bruce L. Ryder, Mayor	Rich Shindle
Lisa M. Boyd, Borough Manager	Grant Shailsa
Bradley A. Klunk, Police Officer	May Gaynor
Dennis Gehringer	Bill & Sara Gretton
Marlin Smoker	Patricia Hunt
Randy Hock	David Koch
Greg Eshleman	Stephanie Eshleman
Denise Waller	Richard Waller
Christine Fry	Linda Arnold
Richard Hendrie	N.C. Desai
B.C. Desai	

CALL TO ORDER AND PLEDGE TO THE FLAG: President Kiscaden called the meeting to order at 8:30 P.M., followed by the salute to the flag. President Kiscaden announced that the meeting is being audiotaped to assist in the preparation of the minutes. The Borough Manager took the roll call.

REQUESTS TO BE HEARD: Linda Arnold, of 19 Prospect Road, stated that during the process of building a swale on her property that she was required to install, it was discovered that the plates that were on the 12" pipes in the drainfield in Strasburg Borough had been removed. She asked for permission to install temporary wooden inserts with a 4" hole for approximately 6 weeks, as recommended by the Lancaster Conservation District, to control water flow until the grass seed takes root. She also commented about the Crosskeys Drive dead end street simply stopping without any curbing or stormwater collection box. She stated that this water floods onto her property and has done for 25 years which prohibits her from being able to mulch. Jim Kiscaden asked the Public Works Contact and Borough staff to meet with her to come up with a solution over the next two weeks. Mrs. Arnold added that there were metal plates removed approximately two years ago and installed matting next to her field. The Borough Manager stated that as part of the approval for the Trails 1 development, the developer was required to bring the stormwater basin back to its original state by removing the silt but she was unaware of them removing the metal orifice plates. Bruce Ryder stated that re-installing the orifice plates cannot be done by the Borough and that she would need permission from the property owner. Jim Kiscaden stated that the Borough could work with Mrs. Arnold to encourage the property owner to assist with developing a temporary solution to allow for the grass seed to grow in the swale and/or to have the permanent orifice plates re-installed.

May Gaynor stated that regarding the fee-in-lieu of money, the Borough has previously given money for fencing and backdrops for the ball fields (active recreation and open to the community

when not being used by a ball team), sewer and water lines for the Jaycee Park and Community park pavilions (but they are not open to and accessible to the public all the time), money to the Powerhouse that has been used so far for computers and TV mount (not active recreation and limited use not open to the general public). She stated that now the Strasburg Pool is asking for funds to be used towards landscaping and benches and stated that she believes that the pool comes closer to the specifications for active recreation than some of the other items previously funded and entities that are not open to the public and asks that Council considers previous funding awards when considering their request.

Dennis Gehringer, representing 44 Strasburg Associates, stated that he has concerns regarding the Gateway North Zone being currently considered. He stated that with the proposed ordinance, no future development would be permitted on the property without obtaining Conditional Use approval and they are trying to improve a depressed property. He added that our ordinance is modeled after Strasburg Township's ordinance which is mainly an undeveloped area but Strasburg Borough is developed with uses which under the proposed ordinance are not permitted and if they want to make any changes, they would only be allowed to have a fraction of use of what they have now. He added that residences are also not permitted in the proposed zone, which there is already existing residences. He added that it seems by the proposed ordinance that we are not happy with the proposed uses by the developer and that the ordinance isn't clear on definitions such as small hotel. Mr. Gehringer stated that he previously submitted a letter outlining his concerns.

MINUTES OF APRIL 14, 2009: Mike Sollenberger made a motion to approve the minutes of the April 14, 2009 meeting as printed. Don Bachman seconded the motion. Motion carried with members Kiscaden, Potts, Spaulding, Sollenberger and Bachman casting assenting votes. Member D'Alessandro recused herself from voting because she was not in attendance at the meeting.

REPORTS:

MAYOR – The Mayor had nothing to report.

PRESIDENT – The President submitted the Strasburg Fire Company report stating that April was a slow month with nine fire calls consisting of three vehicle accidents, two wires burning, two buildings, one child locked in a van and one cardiac arrest.

MANAGER – The Borough Manager highlighted the following items contained in her written report and added the following information:

1. Clover Avenue was closed beginning this past Monday for improvements as part of the Route 896 Relocation project and they anticipate it taking a week to complete.
2. Update on the Route 896 Relocation project issue regarding the height discrepancy with driveway "D" which indicates that Charter Homes will make the corrections. Mayor Ryder reported that so far the Route 896 Relocation project is on schedule and that repairing the one foot discrepancy issue has the possibility of being fixed before the project would be delayed.

Penny D'Alessandro asked if there are penalties if work is begun without first obtaining a permit, such as at the Lutheran Church. The Borough Manager stated that if it is brought to our attention or if it is noticed, the property owner is contacted and they are required to go through

the permit process and no penalty is imposed and that the same process was followed for the Lutheran Church. She stated that the parking lot can remain and is in compliance.

POLICE – The Police Report for April 2009 was received and accepted. Since the Police Chief was not in attendance, Jim Kiscaden highlighted the report noting that there were 167 general complaints, 98 traffic, 2 criminal incidents, 27 warnings and 3 accidents.

PUBLIC WORKS – The Public Works Report for April 2009 was received and accepted. Jim Kiscaden stated that the Authority is almost complete with the installation of the 12” water main from the reservoir into town and that a next step will be installing new service lines for the users along the new main with line anticipated to be operational mid June. The Borough Manager added that the restoration of the land where the new main was installed also needs to be completed. Richard Hendrie commended all the workers on the water line for their work, speed and restoration associated with the project.

ZONING OFFICER – The Zoning Officer’s Report dated May 4, 2009, was received and accepted. Jim Kiscaden commented that the amount of permits for both improvements and new construction has decreased from last year.

ENGINEER – The Engineer’s report for April 2009 was received and accepted.

TREASURER – The Borough Manager highlighted that no new home permit applications have been submitted to date, which impacts both permits and transfer tax revenues. She also pointed out that the majority of real estate taxes are paid in April. The Borough Manager added that the staff continues to research grant information. Mike Sollenberger made a motion, seconded by Don Bachman and passed unanimously to accept and file for audit the Treasurer’s Report for the period ending March 31, 2009.

CONSENT AGENDA: Dale Spaulding made a motion, seconded by Lee Potts and passed unanimously to approve the following items on the Consent agenda:

PAYMENT OF BILLS IN THE AMOUNT OF \$746,021.69

HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATES OF

APPROPRIATENESS – 131 EAST MAIN STREET, 40 EAST MAIN STREET AND 240 MILLER STREET

APPROVAL FOR STRASBURG FIRE POLICE TO ASSIST

QUARRYVILLE FIRE COMPANY DURING THE LANCASTER COUNTY

FIREMEN’S ASSOCIATION CONVENTION ON JUNE 6, 2009

Jim Kiscaden stated that the majority of the bills are forwarding the county’s portion of the real estate taxes collected to Lancaster County.

UNFINISHED BUSINESS:

JAYCEE PARK/COMMUNITY PARK – WATER AND SEWER LINES: Jim Kiscaden stated that at the last meeting, representatives from the Jaycee Park and Community park were to get together and come up with an agreement regarding the installation of the water and sewer lines. Pete Kingsley stated that no progress has been made. Pete Kingsley requested that

Borough Council approve the installation of the water and sewer lines on the Borough's property. Jim Kiscaden stated that this item will be tabled until the next meeting.

STRASBURG SWIMMING POOL – REQUEST FOR FEE-IN-LIEU OF FUNDS: Rich Shindle, representing the Strasburg Swimming Pool, was in attendance and stated that the VFW has since donated \$1,000 towards the project so their request is now for only \$1,600. Mr. Shindle stated that membership is available to all residents and is in place mainly because of insurance purposes, they cooperate with other local organizations for parties, the pool is open every Friday in August to the community as well as the first day after school is out.

Dale Spaulding made a motion, seconded by Mike Sollenberger and passed unanimously to allocate \$1,600 from the Fee-In-Lieu of Fund to the Strasburg Swimming Pool for landscaping.

NEW BUSINESS:

SUNSHINE CORNERS – FINAL APPROVAL OF PLAYGARDEN: Linda Younger from Sunshine Corners was in attendance and reviewed the history of the project stating that in May of 2008 the Borough had given them preliminary approval for the installation of a play garden on borough property behind the Lancaster County Art Association. They are now coming back for final approval and presented a drawing of their design for a all natural landscaped play garden open space, which will be open to the community, and is designed so that children as young as 18 months old and their families can enjoy the area. She stated that the entire area is pervious so groundwater runoff is not a concern. Dale Spaulding stated that the drawing presented is extremely exciting.

Penny D'Alessandro made a motion, seconded by Lee Potts and passed unanimously to approve the final plans for the Sunshine Corners playgarden.

URBAN ENHANCEMENT FUND – ADOPTION OF RESOLUTION OF SUPPORT 2009-4 (SUNSHINE CORNERS): Linda Younger stated that in order to raise some of the necessary funds to install the playgarden, they would like to submit an application for funding from the Lancaster County Urban Enhancement Fund and need a resolution from Borough Council to support their application.

Dale Spaulding made a motion, seconded by Penny D'Alessandro and passed unanimously to approve resolution 2009-4 supporting Sunshine Corners' Urban Enhancement Fund application for their Playgarden.

44 STRASBURG ASSOCIATES – HAMPTON INN – WAIVER AND FINAL PLAN ACTION: Dennis Gehringer, land use planner and property owner B.C. Desai were in attendance. Mr. Gehringer stated that the plan was approved and recommended for approval at the April 6, 2009 Borough Planning Commission meeting. The plan is for an 83 room Hampton Inn and Suites. McCarter Lane will be stop sign controlled and has a 150 foot clear sight triangle. The Historic Drive construction outside the right-of-way goes to a 3 to 1 slope and does not alter the grades along Historic Drive but rather continues the berm around the corner into McCarter. They are seeking a waiver to install an additional berm but will still allow for the

clear sight triangle. Mr. Gehringer stated that they have revised plans in with the Engineer being reviewed to shift the location of the access drive and to shift the location of the water connection with the Authority. He stated that they have taken care of most of the conditions of the final plan. Mr. Gehringer stated that they are in receipt of and in agreement with the 40 conditions and the conditions were signed by the property owner, B.C. Desai.

Mr. Gehringer stated that they are applying for a PennDOT permit for a stormwater inlet to control stormwater from going onto Mr. Lapp's property and will need Borough Council's signature on the application.

Mike Sollenberger made a motion, seconded by Dale Spaulding and passed unanimously to grant a waiver from the requirements of Section 602.12.6 of the Strasburg Borough Subdivision and Land Development Ordinance of 1995, as amended, relating to the Final Land Development Plans for 44 Strasburg Associates, LLC, prepared by Landcore Engineering Consultants, P.C., dated April 6, 2009, subject to compliance with the 40 conditions which have been accepted by 44 Strasburg Associates, LLC (the "Applicant") and which are incorporated by reference into this Motion.

It was the consensus that since the applicant will be reapplying to the Planning Commission for the revised access drive intersection that the revised plan would also come back to the Borough Council for action as well, and is anticipated for the June 9, 2009, meeting.

Dale Spaulding made a motion, seconded by Don Bachman and passed unanimously to grant conditional approval of the Final Land Development Plans for 44 Strasburg Associates, LLC, prepared by Landcore Engineering Consultants, P.C., dated April 6, 2009, subject to compliance with the 40 conditions which have been accepted by the applicant and which are incorporated by reference into this Motion.

Don Bachman made a motion, seconded by Mike Sollenberger and passed unanimously to grant the Borough Manager permission to act on the Borough's behalf to execute the PennDOT application for 44 Strasburg Associates, LLC, to obtain permission to install a stormwater inlet.

RESIDENTIAL SUBDIVISION DISCLOSURE ORDINANCE FOR CONSIDERATION :

Mayor Ryder stated that he obtained a sample ordinance from Pequea Township which requires developers/sellers of new residential properties to provide a disclosure statement before the purchaser executes a sales agreement. Mayor Ryder stated that he suggests a possible Strasburg Borough ordinance to regulate all residential real estate transactions and not just new residential properties. He added that the list of items to be disclosed needs to be reviewed and revised so that all property sales transactions inform the new buyers of restrictions on their property including items such as stormwater basins, historic district, wetlands, easements and other enforceable restrictions. It was the consensus that the ordinance needs to be reviewed and revised by staff, bring back to a future meeting and then forward to the Planning Commission for their review.

OTHER BUSINESS: None.

CITIZEN'S COMMENTS: Sara Gretton asked if the Borough would be repairing the broken items in the Jaycee Park. She was advised to contact the Jaycee Park because it is not owned by the Borough.

May Gaynor stated that she was concerned in April when Pete Kingsley was talking about the water and sewer line because it would preclude the park from doing things such as paths and trees in the easement area. Bruce Ryder stated that is the reason that the two groups have not yet come to an agreement.

May Gaynor stated that she discussed with a DCNR staff person who suggested that the Borough obtain a long term lease agreement with the Playground and the Jaycee Park which would protect the Borough's rights and ensure that if they close in the future that they are turned over to the Borough but also makes these organizations eligible to apply for DCNR grants.

Dale Spaulding announced that on May 15, 2009, Jim Kiscaden was awarded the distinguished alumni of Lampeter-Strasburg. Mr. Spaulding went onto explain that Dr. Kiscaden is a 1962 Lampeter-Strasburg graduate and in 1973 he was the Student Council Advisor, the Varsity Soccer Coach, the JV Baseball Coach, ran with the Strasburg Ambulance and Strasburg Fire Company as well as serving on the Strasburg Borough Council. He added that he later served as interim assistant principal at Lampeter-Strasburg, went to Solanco as the assistant principal, then became the principal and completed his doctor's degree. He then went to Western Pennsylvania as a superintendent. He stated that he has distinguished himself not only as an educator but also as a community citizen who there is no equal. Mr. Spaulding stated that he supported the selection of Dr. L. James Kiscaden to receive this award.

Don Bachman reminded the members that the Memorial Day Parade will be held on May 25, 2009, and invited members to participate in the parade. He also stated that a flag raising of approximately 5,000 flags will take place in the Strasburg Cemetery on Friday, May 22, 2009. He stated that at the Memorial Day ceremony, Marshall Moorehouse will be recognized who was on the USS Oklahoma when it was hit and sank 8 minutes after the first Pearl Harbor attack and survived only to then see the Arizona blown up. Another honoree will be Roy "Sock" Mowrer who is the last surviving member of McMinn's Asphalt that was started on Route 30, he had Carter and Mowrer Asphalt & Construction Company, Timberline Lodge and now resides on Penn Grant Road.

Jim Kiscaden thanked Don Bachman for all of his efforts annually for the flag display at the Cemetery and for the ceremony at the Square.

ADJOURNMENT: Dale Spaulding made a motion, seconded by Mike Sollenberger and passed unanimously to adjourn the meeting at 10:07 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

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STRASBURG BOROUGH COUNCIL
JUNE 9, 2009
MINUTES

Members Present: Jim Kiscaden Lee Potts
 Dale Spaulding Penny D’Alessandro
 Mike Sollenberger Don Bachman
 Cindy Baker

Others Present:

Bruce L. Ryder, Mayor	Randy Hock
Lisa M. Boyd, Borough Manager	May Gaynor
F. Steven Echternach, Police Chief	Linda Arnold
Cindy Hummel, Lancaster Newspapers	Jim Barnett
Marlin Smoker	Pete Kingsley
Dennis Gehringer	Brian Meyers

CALL TO ORDER AND PLEDGE TO THE FLAG: President Kiscaden called the meeting to order at 7:30 P.M., followed by the salute to the flag. President Kiscaden announced that the meeting is being audiotaped to assist in the preparation of the minutes. The Borough Manager took the roll call.

REQUESTS TO BE HEARD: May Gaynor stated that she believed it would be nice if residents could ask questions or make comments after agenda items are discussed rather than just at the beginning and end of the meeting and added that was the practice in the past. She also stated that she believed the 275th Anniversary Funds should be made available for different community organizations to submit requests for those funds as long as it was legal to do so.

May Gaynor also stated that she believed that the Planning Commission has been working very hard on the North Gateway Zone and implementing the Joint Comprehensive Plan to implement guidelines on how businesses in our commercial zone would look. She added that she hoped that their work is given some recognition and that the consideration of the North Gateway Zone is not over.

2008 BOROUGH AUDIT REVIEW – REINSEL KUNTZ LESHER, MARK

ZETTLEMOYER: Mark Zettlemoyer of Reinsel Kuntz Leshner, the Borough’s auditor, was in attendance and reviewed the 2008 Borough Audit. He reviewed the Annual Audit and Financial Report and stated that they still do not believe that it is cost beneficial for the Borough to complete reports in accordance with GASB 34. He stated that the Borough operates on a modified cash basis and that the report is consistent with previous years. He added that the segregation of duties comment will always exist because of the staff size and encourages Council to continue to review monthly financial statements and ask questions. He explained that there were some challenges in reconciling interfund transfers and that a new procedure is in place to verify that these are being reconciled monthly. When asked about the overall financial condition of the Borough, Mr. Zettlemoyer stated that debt is being managed and have acceptable levels of debt and are not at a financial difficult position. He did suggest that because we do not have an

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excessive fund balance that consideration be given to increase the fund balance possibly over a five year period. He suggested that the bond counsel do an analysis and investigate if any of the debt should be refinanced.

MINUTES OF MAY 19, 2009: Mike Sollenberger made a motion to approve the minutes of the May 19, 2009 meeting as printed. Lee Potts seconded the motion. Motion carried with members Kiscaden, Potts, Spaulding, D'Alessandro, Sollenberger and Bachman casting assenting votes. Member Baker abstained from voting because she was not in attendance at the meeting.

REPORTS:

MAYOR – The Mayor had no written report and stated that he has been involved in items which will be discussed later on the agenda.

PRESIDENT – The President stated that June 14th is Dorothy Mayhew's 100th Birthday; she resides on South Decatur Street and is now the oldest Strasburg resident. He also submitted the May Strasburg Fire Company report stating that there were 10 accidents, carbon monoxide alarms, fire police calls for service and a building fire.

MANAGER – The Borough Manager highlighted the following items contained in her written report and added the following information:

1. Strasburg Night at the Barnstormers has been rescheduled for Wednesday, July 22, 2009, and additional information will be provided closer to the date.
2. The Strasburg Creamery sold for \$1,125,000.

Penny D'Alessandro asked about the residential disclosure ordinance and asked if it would include stormwater and detention basins. The Borough Manager stated that, as reported in her report, according to the Solicitor we actually cannot adopt such an ordinance. This is because the new Pennsylvania Real Estate Disclosure Law adopted in recent years, prevents us from adopting an ordinance and that only ordinances in place prior to the enactment of that law can regulate disclosures such as Pequea Township's.

Mike Sollenberger asked if we had an agenda for the upcoming Joint Planning Commission meeting or previous minutes, to which the Borough Manager stated that we did not have these but have requested them.

POLICE – The Police Report for May 2009 was received and accepted. Cindy Baker pointed out that there is an age range of speeders and that the oldest person, 75 years old, was cited for the highest speed and that it is not only just the young people that drive fast.

PUBLIC WORKS – The Public Works Report for May 2009 was received and accepted. Jim Kiscaden pointed out that there was 6.6 inches of rainfall recorded during May and that we are using only 21% of well water.

ZONING OFFICER – The Zoning Officer's Report dated May 21, 2009, was received and accepted.

ENGINEER – The Engineer's report for May 2009 was received and accepted. Penny D'Alessandro asked what were the findings of the Engineer regarding the parking lot at St.

Michael's Lutheran Church. The Borough Manager stated that the Engineer determined the parking lot is pervious and that most of the stormwater will be absorbed before running off their property and that the parking lot can remain as installed. Cindy Baker stated that she feels the elevation of the parking lot is an absurdity and that an application for this change should have been made prior to the work being done.

TREASURER – Mike Sollenberger made a motion, seconded by Cindy Baker and passed unanimously to accept and file for audit the Treasurer's Report for the period ending April 30, 2009. Jim Kiscaden stated that even though he realizes this report is through April 30, he has concerns about not receiving the expected revenues due to less homes being built and selling.

CONSENT AGENDA: Dale Spaulding made a motion, seconded by Don Bachman and passed unanimously to approve the following items on the Consent agenda:

PAYMENT OF BILLS IN THE AMOUNT OF \$28,461.69.

APPROVAL TO PARTICIPATE IN THE LANCASTER COUNTY
DISCOUNT PRESCRIPTION CARD PROGRAM

APPROVAL FOR STRASBURG FIRE POLICE TO ASSIST THE
NATIONAL MULTIPLE SCLEROSIS SOCIETY DURING
THE BIKE MS RIDE ON JULY 18 & 19, 2009

UNFINISHED BUSINESS:

44 STRASBURG ASSOCIATES – HAMPTON INN – REVISED FINAL PLAN: Dennis Gehringer was in attendance and reminded the members that at the last meeting he reported that the driveway out to McCarter Lane needed to be relocated. He stated that the change has been reviewed by the Borough Engineer and that they can comply with their requirements. He added that the PennDOT application for the storm drain was filed.

Mike Sollenberger asked what the grade will be at the new connection to which Mr. Gehringer stated it approaches the grade at less than 5% and it goes to a flatter area at the intersection. He stated that they have raised their parking lot as it heads West and the street as you head South.

Penny D'Alessandro stated that she feels more comfortable with this plan because it moves the driveway further away from 896.

Cindy Baker made a motion, seconded by Dale Spaulding and passed unanimously to approve the revised Final Land Development Plan for 44 Strasburg Associates, prepared by Landcore Engineering Consultants, dated April 6, 2009, last revised May 20, 2009, subject to compliance with the 40 conditions previously accepted by the Applicant and HRG's review letter dated May 28, 2009 as recommended by the Planning Commission.

JAYCEE PARK/COMMUNITY PARK – WATER AND SEWER LINES: Jim Kiscaden stated that representatives from the Jaycee and Community Parks were in attendance at the last meeting. Since that time, representatives from both boards as well as the Borough Manager and Mayor attended a meeting and developed an agreement for where to locate the water and

sewer lines. Bruce Ryder reported that Harold Wiker suggested that instead of crossing the wetlands, that the line to the Jaycee Park be run across the Community Park following the paths to Precision Avenue and have the Jaycee Park install a grinder pump. A draft agreement was prepared which outlines how the cost and future maintenance will be shared. The agreement is being reviewed by each board. Bruce Ryder also suggested that it be made a requirement that the Authority enter into a service agreement with the two parks so that the Authority would do the maintenance on the sewer and water service lines and to maintain the grinder pumps so there is ongoing Borough involvement to ensure it is being done as required by the Authority. Jim Kiscaden thanked Bruce Ryder for his role in negotiating a possible solution.

Penny D'Alessandro asked about the fund allocation to each park board. The Borough Manager stated that the original \$15,000 was given to each board and the amount of actual line installation between each is about equal but the Jaycee Park has to install a stormwater pipe to connect the lines to their property. .

Pete Kingsley Sr. was in attendance representing the Jaycee Park and he asked for clarification that each park would receive \$15,000. He stated that the Jaycee Park is requesting that both projects be put out to bid to be done by the same contractor with separate portions for each Park. He further asked if there were any excess funds from the Borough's contribution to the Park Foundation, that those funds be applied towards the Jaycee Park's expense to install the 24" X 20' stormwater pipe that is required to cross the lines onto the Jaycee Park property. Bruce Ryder agreed with this request. Penny D'Alessandro complimented the revised plan to install the lines along the paths which does not disturb the plantings and Bruce Ryder stated that this excellent suggestion was from Harold Wiker.

Dale Spaulding made a motion to rescind a motion made in 2008 which allocated \$15,000 to each the Parks Foundation and the Jaycee Park for the installation of the water and sewer lines. Mike Sollenberger seconded the motion. Motion carried with members Kiscaden, Potts, Spaulding, D'Alessandro, Sollenberger and Bachman casting assenting votes. Member Baker recused herself from voting because she is a member of the Park Foundation. Dale Spaulding made a motion to allocate \$30,000 to be used towards a joint Park Foundation and Jaycee Park water and sewer line installation project. Mike Sollenberger seconded the motion. Motion carried with members Kiscaden, Potts, Spaulding, D'Alessandro, Sollenberger and Bachman casting assenting votes. Member Baker recused herself from voting because she is a member of the Park Foundation.

Penny D'Alessandro made a motion, seconded by Don Bachman and passed unanimously to authorize the Council President to execute all necessary agreements for the installation of water and sewer lines on the Community Park/Borough property.

CROSSKEYS DRIVE STORMWATER ISSUE: Jim Kiscaden announced that the Borough Manager, Don Bachman and the Public Works Director investigated this problem that was brought to their attention at the last meeting and developed some suggestions for its resolution. Don Bachman stated that they recommend backing the water up to the drain at the corner of Cross Keys and Black Horse Drives to keep it in the street and then blocking the water with curbing across the front of the fence to keep it in the street. Jim Kiscaden added that since this

plan is to address the water on Borough streets, no improvements are proposed on private property and funds could be used from the State Highway Aid fund for these improvements at an estimated cost of approximately \$3,000. Mrs. Arnold stated that she was agreeable to the solution and believes it will rectify the problem. Because of the current workload of the Public Works Department, this project is scheduled to be done in July. Penny D'Alessandro questioned who would be paying to replace the orifice plates and Mrs. Arnold stated that she would be taking care of that.

Cindy Baker made a motion, seconded by Penny D'Alessandro and passed unanimously to authorize the Public Works Department to make the Improvements on Crosskeys Drive at a cost of \$3,250 for construction and materials in addition to street restoration to be paid from the Liquid Fuels fund.

NEW BUSINESS:

ACT 32 OF 2008 RESOLUTION #2009-5: Jim Kiscaden explained that this is an act that was signed into law where there would only be one county-wide personal income tax collection agency. He explained that Lancaster County Tax Collection Bureau has collected the Earned Income Tax for approximately 50 years who originally began collecting taxes for school districts. Municipalities have requested a greater voice in the Lancaster County Tax Collection Bureau (which is represented by the school district) which Act 32 of 2008 opens the dialogue between the two groups through the Municipal Committee.

Lee Potts made a motion, seconded by Mike Sollenberger and passed unanimously to adopt the Act 32 municipal Resolution 2009-5 which was drafted by Josele Cleary and recommended by the Municipal Committee formed by the Lancaster County Association of Township Supervisors, the Lancaster County Borough's Association, Manheim Township and Lancaster City.

275TH ANNIVERSARY – REMAINING FUNDS: In response to a comment made at the beginning of the meeting, Bruce Ryder stated that the funds remaining in the 275th Anniversary Fund were generated specifically for use by the Borough and feels there may be an issue if the funds are diverted to other nonprofit organizations. It was the consensus that in addition to replacing the money they used, some funds need to remain to fund the scholarship and be used for seed money for the 300th Anniversary. Bruce Ryder reviewed the recommendations of the 275th Anniversary Committee for uses of the funds for items they had wanted to purchase as part of the anniversary celebration.

Don Bachman made a motion, seconded by Dale Spaulding and passed unanimously to use \$720.00 of the remaining funds from the 275th Anniversary for the scanning of the Borough Council minutes to present.

Don Bachman made a motion, seconded by Lee Potts and passed unanimously to use approximately \$150.00 from the 275th Anniversary Fund for the framing of the banner proofs which will be displayed at the Borough Office.

Dale Spaulding made a motion, seconded by Cindy Baker and passed unanimously to use approximately \$2,000 from the 275th Anniversary Fund towards the purchase of a portable public address system which will be managed by the Borough staff and will be made available for use by other community groups. Cindy Baker seconded the motion. Motion carried with members Kiscaden, Potts, Spaulding, Sollenberger, Bachman and Baker casting assenting votes. Member D'Alessandro recused herself from voting on this because her son in law is one of the bidders.

An additional suggestion of planting a community evergreen tree at PNC Bank which would be used for the use for the holiday tree which is decorated at the Square was discussed. Some concerns expressed were maintenance and that the tree would be on private property.

Don Bachman stated that he has been asking for a fund to be established to sponsor future flags, which are changed every 6 months, to be flown on the flagpole at the Square which was originally sponsored by the 250th Anniversary Committee. He currently has flags sponsored through 2013. He suggested that some of the remaining 275th Anniversary funds could be used for this purpose. Bruce Ryder suggested that some of the remaining funds could be used to assist with this if it becomes necessary and Jim Kiscaden stated that until a definite answer is known that this issue be tabled.

Cindy Baker made a motion, seconded by Penny D'Alessandro and passed unanimously to increase the annual scholarship to a student at the Lampeter-Strasburg High School for the Service to Mankind Award to \$250.00 beginning in 2010.

It was the consensus that additional details regarding the scholarship such as renaming it and limiting the award to be given to a Strasburg Borough resident will be discussed at another time.

Don Bachman made a motion, seconded by Cindy Baker and passed unanimously to keep the remaining uncommitted funds from the 275th Anniversary Fund to be used toward the 300th Anniversary.

Don Bachman made a motion, seconded by Lee Potts and passed unanimously to give the remaining crocks, magnets and any other remaining 275th Anniversary memorabilia to the Strasburg-Heisler Library for them to use as a fundraiser.

The Borough Manager stated that the Council had originally approved for the banners to only be allowed to remain up for one year but since they are still in good shape, requests have been received for the banners to remain up longer. Cindy Baker made a motion, seconded by Dale Spaulding and passed unanimously to allow for the banners to remain on the poles as long as they are presentable.

AUTHORIZATION TO BID 2009 PAVING PROJECT: Jim Kiscaden stated that East Hillcrest Avenue and Susan Avenue were identified in the Capital Improvements Plan and budget to be paved in 2009.

Mike Sollenberger made a motion, seconded by Penny D'Alessandro and passed unanimously to authorize the staff to put the 2009 Paving projects out for bids.

PROPOSED GATEWAY NORTH ZONE: Jim Kiscaden announced that no action would be taken on this item tonight and suggested a special meeting to discuss this with the Planning Commission and Solicitor. Jim Kiscaden suggested some possible dates for this special meeting as June 24, July 15, or July 29. Penny D'Alessandro suggested having a representative from Lancaster County Planning Commission and Strasburg Township attend to explain their background on this matter.

OTHER BUSINESS: Mike Sollenberger asked if the Sunshine Corners playgarden project is in danger because the Urban Enhancement Fund Grant funds are now provided by reimbursement which creates a funding problem. The Borough Manager stated that Linda Younger told her that they would not be applying for these funds but would seek alternate funding sources. Bruce Ryder suggested Sunshine Corners seek a source to provide a short term loan which would then enable them to seek this funding for this worthwhile Borough project.

CITIZEN'S COMMENTS: May Gaynor stated that the Planning Commission and Joint Planning Commission have worked very hard and have dedicated members.

Jim Kiscaden stated that the minutes from the Joint Planning Commission are not provided as are other boards' minutes.

Dale Spaulding applauded Don Bachman and Cindy Baker for their work associated with the Memorial Day Parade and Memorial at the Cemetery.

EXECUTIVE SESSION – PERSONNEL CONTRACT NEGOTIATIONS: Jim Kiscaden adjourned the meeting into Executive Session at 9:50 P.M. to discuss Personnel Contract Negotiations.

The regular meeting was reconvened at 10:08 P.M. at which time Jim Kiscaden announced that no official action was taken.

ADJOURNMENT: Dale Spaulding made a motion, seconded by Lee Potts and passed unanimously to adjourn the meeting at 10:10 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2009 – 32
STRASBURG BOROUGH COUNCIL AND
STRASBURG TOWNSHIP SUPERVISORS
JOINT MEETING
TO DISCUSS ENVIRONMENTAL ADVISORY COUNCILS
JUNE 30, 2009
MINUTES

Strasburg Borough Council Members Present:

Jim Kiscaden	Lee Potts
Dale Spaulding	Cindy Baker
Mike Sollenberger	Don Bachman

Strasburg Township Supervisors Present:

Ken Meck	Peg Dearoff
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Others Present:

Bruce L. Ryder, Mayor	Patricia Hunt
Lisa M. Boyd, Borough Manager	Andrew Herr
F. Steven Echternach, Police Chief	Randy Hock
Mike Domin, LCPC	Dale Kaufman
Scott Wails, LCPC	John Meade
Kate Gonide	Brad Gochnauer
May Gaynor	Robert Gaynor
Lynn Commero	C. Michael Weaver
Kathryn Weaver	John Weaver
Monica Coffey	Gerald McCracken
Ann Strawes	Erik Puffenberger
Joyce Kauffman	Ralph Kauffman
Larry Shurr	Mary Dresser
John Hoogerwerff	Florence Hoogerwerff
Peter Mecouch	Joyce Akins
Caroline Morton	

CALL TO ORDER AND PLEDGE TO THE FLAG: The meeting was called to order at 7:30 P.M., followed by the salute to the flag. All Borough Council and Township Supervisors in attendance were introduced. President Kiscaden announced that the meeting is being audiotaped to assist in the preparation of the minutes.

REQUESTS TO BE HEARD: None.

DISCUSSION REGARDING ENVIRONMENTAL ADVISORY COUNCILS: Caroline Morton and Mary Dresser, co-chairs of the Strasburg Region Joint Planning Commission were in attendance. Caroline Morton stated that the Joint Planning Commission had previously reviewed the possibility of forming a Joint Environmental Advisory Council and that from the information they received, they thought it had wonderful possibilities to address planning issues and planning

assistance. They thanked everyone for attending to hear a presentation from John Meade of the Pennsylvania Environmental Council.

Mary Dresser stated that all four corners of Strasburg Borough are headwaters to waters in Strasburg Township and added that the Borough's water sources are in Strasburg Township. She also encouraged a joint relationship because Strasburg Borough residents have to travel through Strasburg Township since we are completely surrounded by it.

John Meade, Senior Director of the Pennsylvania Environmental Council, was in attendance and stated that he is responsible for the statewide EAC network as well as the statewide network of watershed associations. He stated that he spends a lot of time working on community-based conservation projects and is able to assist with communities finding out what is important to preserve, protect and do in order to provide a lasting, forward-thinking plan for the community. Mr. Meade stated that an EAC is authorized by the state legislature beginning in 1973, as amended, which allows a municipality to create a board of local residents to undertake environmental-related community projects. He stated that there are currently approximately 100 EAC's in Pennsylvania and they exist in other states as well. He states that there are other joint EAC's in existence and encouraged our local representatives to contact them. He stated that an EAC is formed by 3-7 community residents that are appointed by a municipal government to advise municipal officials about the protection, conservation, management and promotion of natural resources and serve at the pleasure of the municipal officials.

Mr. Meade stressed that the duties of an EAC vary dependent upon the goals of the municipality.

Some examples of projects that could be involved with an EAC are:

- * environmental resource inventory
- * natural resource protection ordinances (buffers, steep slopes, agricultural protection area)
- * land use planning
- * obtaining grant funds because most EACs don't have a budget that comes from the municipality
- * environmental education such as a rain barrel workshop or signage
- * watershed protection
- * open space protection
- * CSA's
- * wind energy
- * alternative fuels
- * green building design

Mr. Meade added that in addition to the 3 to 7 voting members appointed to the EAC, defacto advising members can be appointed.

Mr. Meade provided the following responses to questions raised

- * the EAC operates under the authority of the municipality
- * EAC's don't have to report their findings to another body but are encouraged to do an annual report to the municipality

* the PA Environmental Council is funded by private foundations, individual donors and DCNR to advise municipalities about EAC's.

* municipalities with an EAC have a direct involvement with other agencies which can be beneficial when dealing with other issues

* the closest EAC to our area is in Burks County

* advantage of forming an EAC as opposed to just forming a committee to discuss a certain issue include having local residents

* there is no direct connection to DEP by an EAC

* the ability to form an EAC began in 1973

* an annual conference is held to bring EAC members together to network and share ideas

* out of 100 EACs, there may be 5-7 that have a strained relationship with their municipality

* volunteer members are appointed by the municipality and serve for a term, with staggered

renewals

* some EACs have bylaws

* most EACs don't have a tax dollar budget higher than \$500 with many of them having \$0

* a municipality will score higher on DCNR and DCED grant applications

* the municipality needs to establish duties between various boards to avoid duplication of efforts but since an EAC is an advisory board, they are valuable to assist other boards by providing the research

* EACs are not a regulatory board and have no regulatory authority

* must adhere to Sunshine Laws

* the governing body appoints the EAC chair

* the county-wide EAC in Burks County only assists the existing EACs within Burks County

* most of the EACs in the state are in Eastern Pennsylvania and there is currently one EACs in Lancaster County which is Pequea Township but they are not very active

* Penn Township is currently considering forming an EAC and Ephrata Borough and Township are considering forming a joint EAC.

May Gaynor asked and Mr. Meade stated that examples of non-voting members would be youth members such as scouts or a student involved in Earth Science.

Mr. Meade stated that the first steps of an EAC include:

* establishing meeting schedule

* develop list of what is relevant and important within a community and what is desired to be addressed and make proposal to elected officials for their consideration

* the only involvement by the state is that it allows the municipalities to form an EAC and provides broad guidelines such as number of members, years of service, etc.

* an EAC would receive greater favor for receiving grants than would an appointed committee not designated as an EAC.

Mr. Meade encouraged Strasburg Borough and Township officials to consider appointing an EAC and again encouraged communication with other municipalities that have an EAC to discuss directly with them their successes and benefits of having an EAC. He suggested Kennett

as another municipality with an EAC who has similar watershed and open water areas as well as agricultural and industrial inputs.

Mary Dresser stated that the website www.eacnetwork.org is a valuable source of information and she printed out information from other Boroughs with an EAC and their projects.

Patricia Hunt asked about the fire company's work involved with protecting the environment and Jim Kiscaden stated that the fire company responds to and takes care of cleaning up spills and accidents.

Mr. Meade was thanked for his informative presentation.

Bruce Ryder stated that back in September of 2008, a draft ordinance and bylaws were provided for consideration and some suggestions were made for revisions. He stated that some of the suggestions he provided included clarifying that the EAC is an advisory board and that the agenda was to be set and approved by the municipalities as well as some other minor issues. He reminded that it was suggested that the municipalities meet and discuss what duties would be assigned to our EAC if appointed and stated that such a meeting would be the next step in deciding how to proceed.

Ken Meck stressed that an EAC is an advisory board and they provide advice but does not have to be followed by the municipalities and the duties of an EAC are established by the municipality.

Bruce Ryder clarified that the concept of discussing the formation of an EAC came about because it is included in the Joint Comprehensive Plan as an implementation step but that means that we will discuss its formation and does not require its formation.

Caroline Morton stated that the draft ordinance was provided to provide a starting point for discussion.

Jim Kiscaden stated that the Borough's comments on the draft ordinance will be forwarded to the Township and the Township will forward their comments and the possibility of another joint meeting for the 5th Tuesday in September was discussed. Jim Kiscaden stated that all meetings are open meetings.

CITIZEN'S COMMENTS:

ADJOURNMENT: Mike Sollenberger made a motion, seconded by Lee Potts and passed unanimously to adjourn the meeting at 9:00 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2009 – 36
STRASBURG BOROUGH COUNCIL
JULY 14, 2009
MINUTES

Members Present: Jim Kiscaden Lee Potts
 Dale Spaulding Penny D'Alessandro
 Mike Sollenberger Don Bachman
 Cindy Baker

Others Present:

Bruce L. Ryder, Mayor	Randy Hock
Lisa M. Boyd, Borough Manager	May Gaynor
F. Steven Echternach, Police Chief	Patricia Hunt
Cindy Hummel, Lancaster Newspapers	Mike Chiodo
Dave Young	

CALL TO ORDER AND PLEDGE TO THE FLAG: President Kiscaden called the meeting to order at 7:30 P.M., followed by the salute to the flag. President Kiscaden announced that the meeting is being audiotaped to assist in the preparation of the minutes. The Borough Manager took the roll call.

REQUESTS TO BE HEARD: Patricia Hunt read a newspaper article from September 2008 which outlined the September 9, 2008 meeting where Council discussed creating an Environmental Advisory Board and the newspaper article states that Jim Kiscaden stated that the duties of an EAC are addressed by other municipal groups such as the borough planning commission and the Strasburg Fire Company #1. She stated that at the last meeting, Mr. Kiscaden stated that the fire company responds to accidents and cleans up spills and she felt that she was treated rudely at the June 30, 2009 meeting because he denied that he said that the fire company performs some of the duties contemplated for an EAC. Jim Kiscaden personally apologized for any rudeness Mrs. Hunt felt. Patricia Hunt elaborated that general rudeness towards the citizens has been discussed other times and that the result is that citizens won't come to meetings and she accepted Mr. Kiscaden's apology and asked that citizens be treated with respect.

MINUTES OF JUNE 9 AND JUNE 30, 2009: Dale Spaulding made a motion, seconded by Mike Sollenberger and passed unanimously to approve the minutes of the June 9, 2009 meeting as printed.

Cindy Baker made a motion and passed unanimously to approve the minutes of the June 30, 2009 meeting as printed. Mike Sollenberger seconded the motion. Motion carried with members Kiscaden, Baker, Potts, Spaulding, Sollenberger and Bachman casting assenting votes. Member D'Alessandro recused herself from voting because she was not in attendance at the meeting.

REPORTS:

MAYOR – The Mayor had no written report.

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PRESIDENT – The President presented the Strasburg Fire Company #1 report for June and stated that thankfully it was a slower month from previous months and there were no significant calls during the month. He added that, as annually required by law, members completed a 6 hour hazardous materials refresher course and an additional 24 hour course that is also required will be held in August.

MANAGER – The Borough Manager highlighted the following items contained in her written report and added the following information:

1. Encouraged attendance at the Strasburg Night at the Barnstormers on Wednesday, July 22, 2009, and tickets can be obtained by contacting Teresa Cramer.
2. Penny D'Alessandro asked about Trails Phase 2 and if a closer wetland mitigation area to the Borough was located. The Borough Manager stated that she recently discussed this with Mark Johnson of RGS Associates and they are finalizing a location with the Army Corps of Engineers and anticipate returning to Borough Council in September 2009 but they did not advise her of the proposed mitigation location.

POLICE – The Police Report for June 2009 was received and accepted. Chief Echternach added that today a six week investigation was culminated which involved the drug task force and will result in seven felony arrests.

PUBLIC WORKS – The Public Works Report for June 2009 was received and accepted. Jim Kiscaden reported that the tie-in of the new 12" water main into the system is scheduled for tonight. The Borough Manager added that she received verbal confirmation that the Authority was awarded a \$600,000 grant towards the new water treatment plant and reservoir. Penny D'Alessandro noted that there are some additional fire hydrants and Jim Kiscaden confirmed that they were installed on some properties as part of the right-of-way negotiations for the installation of the new 12" water main. Jim Kiscaden explained that with this new 12" water main, the problem that was experienced last year when the town was out of water for a period of time during a main break is now eliminated because of this new additional water main.

ZONING OFFICER – The Zoning Officer's Report dated July 6, 2009, was received and accepted.

ENGINEER – The Engineer's report for June 2009 was received and accepted. Dale Spaulding stated that he traveled on part of the Route 896 Relocation project and congratulated Bruce Ryder for his accomplishments with the project.

TREASURER – Penny D'Alessandro asked if the traffic counter was currently being used in town and the Borough Manager stated that the Public Works Department has been busy with other projects and will again put it to use as soon as possible. Penny D'Alessandro asked, when possible, that the equipment be used on East Main Street to obtain counts and speeds. Chief Echternach stated that he thought the traffic counter was previously used on East Main Street and would verify and get back to her. Mike Sollenberger stated that he was concerned with the mid year revenues being less than budgeted.

Mike Sollenberger made a motion, seconded by Don Bachman and passed unanimously to accept and file for audit the Treasurer's Report for the period ending June 30, 2009.

CONSENT AGENDA: Mike Sollenberger made a motion, seconded by Lee Potts and passed unanimously to approve the following items on the Consent agenda:

PAYMENT OF BILLS IN THE AMOUNT OF \$185,031.07
HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATE OF
APPROPRIATENESS – 20 MILLER STREET

UNFINISHED BUSINESS:

ACT 30 OF 2008 – APPOINTMENT OF DELEGATES: Dale Spaulding made a motion, seconded by Lee Potts and passed unanimously to appoint the Borough Manager as the primary delegate and the Council President as the first alternate delegate to serve as the Borough's Tax Collection Committee representatives.

NEW BUSINESS:

JOHN BACHMAN PARKING LOT – REQUEST FOR REDUCTION IN LETTER OF

CREDIT: The Borough manager stated that the work was completed by H.L. Wiker and that based on the recommendation of our Engineer, the work was inspected by a Public Works employee who agrees with the reduction request. Jim Kiscaden added that a 10% 18-month maintenance guarantee is also being held and that the trees and shrubs will be planted in the fall.

Lee Potts made a motion, seconded by Cindy Baker and passed unanimously to approve a reduction in the John Bachman Parking Lot letter of credit # 18111323-00-000 with PNC in the amount of \$39,160 for work satisfactorily completed to date.

ENVIRONMENTAL ADVISORY COUNCIL – REVIEW OF PROPOSED ORDINANCE AND

BYLAWS: Jim Kiscaden stated that as reported at the joint meeting on June 30, 2009, it was agreed that we would forward comments on the proposed ordinance and bylaws. Jim Kiscaden and Bruce Ryder provided their written suggestions which were reviewed by the members.

Penny D'Alessandro asked the following questions of Bruce Ryder's suggested revisions:

* The term for the youth member - Bruce Ryder suggested that they could be reappointed but encourages giving other youths the opportunity to serve.

* Regarding his suggested accounts, records and reporting section, he states that "The municipalities shall, from time to time, designate one of the municipalities..." Bruce Ryder stated that is legal language which leaves the term up to the municipalities.

* Deletion of the secretary – Bruce Ryder stated that it is his suggestion to manage a proposed EAC the way we do between other joint boards with the municipalities providing the secretary so that the members of the committee can focus on the discussion and maintain all records at the municipalities.

* Tasks – Bruce Ryder's suggestion is to have the EAC acting only upon the prior direction of the municipalities (when the municipality gives them assignments) which is following the suggestion of John Meade to start small, to give them a project and allow them to work on it. He added that he believes that limiting their duties may be the only way that forming an EAC would be approved.

Penny stated that she would rather give the EAC a list of duties.

Mayor Ryder also mentioned that he is also suggesting that the EAC not able to accept outside sources of funding (public or private) without prior approval of the municipalities.

Bruce Ryder stated that he has received more calls from people expressing concern with this ordinance than he has received for a long time.

Dale Spaulding stated that he recalled John Meade stating during his presentation that most EAC's take 2-3 years to get up and running. Jim Kiscaden also restated that EACs are not a regulatory board and do not have regulatory authority.

Dale Spaulding suggested raising the minimum youth member age to 14 years of age to which Bruce Ryder agreed.

Dale Spaulding also noted a discrepancy between the ordinance and a bylaw regarding meeting frequency and it was the consensus to delete the meeting frequency from the bylaws since it is addressed in the ordinance.

Dale Spaulding suggested leaving the word "advisory" in the name of the board to be reminded that it is an advisory board.

Penny D'Alessandro and Bruce Ryder agreed with Jim Kiscaden's suggestion in Section 3.C.2. deleting the inclusion of a member of the Planning Commission so that there wouldn't be a conflict.

Jim Kiscaden suggested monthly reports to the governing bodies in the form of minutes if a meeting is held. Dale Spaulding suggested wording such as "The SREAC shall keep records of its meetings and shall make a written report to the governing bodies of the Municipalities at the conclusion of every meeting."

Jim Kiscaden stated that he received phone calls from citizens as well and one was that they did not want any additional government intervention.

Dale Spaulding also suggested that a committee be appointed to completely review the proposed bylaws and Bruce Ryder questioned if the bylaws were needed at all. It was the consensus that there were strong concerns regarding the bylaws but forward the marked up ordinance to the Township.

Cindy Baker asked if there were a project in Strasburg Township if the Borough would incur costs involved with reviewing the project. Bruce Ryder stated that the only required cost sharing is meeting advertisement and that Section 4 specifically states that the enactment of the ordinances does not commit a municipality to make any appropriation or payments. She also stated that she didn't believe that having an EAC would increase a municipality's grant award possibilities.

Cindy Baker stated that the Park Foundation has members from the Borough and Township and has the responsibility with maintaining the park on Precision Avenue but their mission statement includes involvement with any park or open space project. She added that they have problems

with finding people to serve on their board and wondered if an EAC would have redundant responsibilities to existing boards such as the Park Foundation and Planning Commission. She suggested that the existing Park Foundation's services be considered to be embraced by the municipalities, as was its original intention.

Mike Sollenberger stated that he believed that there are existing organizations in the Borough that already do duties that are proposed for the EAC (such as the Planning Commission for land development reviews and Park Foundation for open space). Mike Sollenberger added that he felt that with the direction legislature is heading, grant funds will disappear. He added that he liked Bruce Ryder's suggestion to provide a specific task list and asked if that is the way that the Joint Planning Commission operates. Bruce Ryder stated that the Joint Planning Commission does have a designated assignment which is the review of the implementation of the Joint Comprehensive Plan.

Mike Sollenberger stated that he does see benefits for Strasburg Township because they have a larger geographic area and they have unmapped environmental areas but Strasburg Borough is developed and we are aware of the environmentally sensitive areas.

Jim Kiscaden summarized that members were in agreement with the changes suggested by Bruce Ryder and his change that a member not be a Planning Commission member and that we have strong questions about the concept of bylaws. It was the consensus to meet the deadline that we committed to get these suggestions to the Township for their review.

Lee Potts asked and it was the consensus that by the Borough submitting comments to the Township that we are not obligated to forming an EAC or an Ordinance.

Dale Spaulding made a motion to submit to the Strasburg Township Supervisors a compilation of the comments regarding the EAC as discussed as well as what to do with the bylaws. Penny D'Alessandro seconded the motion. Motion carried with members Kiscaden, Spaulding, D'Alessandro, Sollenberger, Bachman and Baker casting assenting votes. Member Potts cast a dissenting vote.

2009 ENVISION LEADERSHIP AWARD – AUTHORIZATION TO ENTER THE ROUTE 896 RELOCATION PROJECT: Mike Sollenberger made a motion, seconded by Dale Spaulding and passed unanimously to authorize the staff to prepare a 2009 Envision Leadership Award application for the Route 86 Relocation Project.

POLICY REGARDING RETENTION OF DIGITAL AND/OR AUDIO TAPE RECORDING RESOLUTION 2009-6: Mike Sollenberger made a motion, seconded by Lee Potts and passed unanimously to adopt Resolution 2009-6 which establishes a policy regarding the retention of digital and/or audio tape recordings of the Strasburg Borough Council meetings thereby declaring its intent to retain recordings for only a limited period of time and to follow the schedules and procedures for disposition of records set forth in the Municipal Records Manual approved on December 16, 2008.

L-S RECREATION COMMISSION – STORAGE OF RECORDS AND DISPOSITION OF INVENTORY:

The Borough Manager stated that this has already been approved by West Lampeter and Strasburg Townships.

Don Bachman made a motion, seconded by Dale Spaulding and passed unanimously to agree/authorize that all remaining Lampeter-Strasburg Recreationi Commission tangible assets be offered to the Lampeter-Strasburg YMCA; and items which the YMCA is not able to use be sold at the County Auction; and proceeds from that sale be returned to the municipalities according to the agreement; and any items rejected by the auction and YMCA be disposed of and cost related to the disposal be paid from funds in the LSRC accounts.

SCHEDULE REZONING HEARING FOR 17 WEST MAIN STREET AND 21 WEST MAIN STREET:

Cindy Baker made a motion, seconded by Mike Sollenberger and passed unanimously to schedule the public hearing for the Rezoning Petition for 17 West Main Street and 21 West Main Street from R-H Residential to C-1 Commercial for Tuesday, September 8, 2009 at 7:30 p.m. and authorize the Borough Solicitor to advertise the public hearing and the possible consideration of the proposed ordinance for enactment on that date.

The Borough Manager stated that the Borough Planning Commission and the Lancaster County Planning Commission will review this request at their respective August 2009 meetings. Mayor Ryder stated that historically there has been objection to expanding the commercial zone and in fact this same property requested to be rezoned 15 years ago, which was denied, and they have since remained vacant. The Borough Manager added that this is in the historic district and that there are controls in place to control its appearance.

OTHER BUSINESS: Mike Sollenberger reminded everyone that the Strasburg Sertoma Club Chicken Barbeque will be held this Saturday, July 18, 2009, at Wesley United Methodist Church.

Cindy Baker reminded everyone that Strasburg Borough received an Envision award for the Strasburg Community Park in 2005 and Jim Kiscaden stated that Strasburg Restoration and Preservation, Inc. received an Envision award in 2008.

CITIZEN'S COMMENTS: May Gaynor stated that at the June 9, 2009 meeting, questions were asked about not receiving the Joint Planning Commission minutes and reported that what happened is that they were being sent to an incorrect e-mail address.

Patricia Hunt congratulated the Police Department for their arrests as reported tonight by the Chief.

EXECUTIVE SESSION – PERSONNEL CONTRACT NEGOTIATIONS: Jim Kiscaden adjourned the meeting into Executive Session at 9:08 P.M. to discuss Personnel Contract Negotiations.

The regular meeting was reconvened at 9:28 P.M. at which time Lee Potts made a motion, seconded by Penny D'Alessandro and passed unanimously to approve the 2010-2012 Strasburg Police Officers Association Contract as negotiated.

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ADJOURNMENT: Mike Sollenberger made a motion, seconded by Lee Potts and passed unanimously to adjourn the meeting at 9:32 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2009 – 43
STRASBURG BOROUGH COUNCIL
STRASBURG BOROUGH PLANNING COMMISSION
JOINT MEETING
JULY 15, 2009
MINUTES

Council Members Present:

Jim Kiscaden	Lee Potts
Dale Spaulding	Penny D'Alessandro
Mike Sollenberger	Don Bachman
Cindy Baker	

Planning Commission Members Present:

Ken Johnson	Bob Marshall
Shelby Nauman	Patricia Hunt
Mary Dresser	

Others Present:

Bruce L. Ryder, Mayor	Caroline Morton
Lisa M. Boyd, Borough Manager	Dennis Gehringer
F. Steven Echternach, Police Chief	Don Hess
Bill Crosswell, Solicitor	May Gaynor
Katy Hopkins, Lancaster News	

CALL TO ORDER AND PLEDGE TO THE FLAG: Council President Kiscaden called the meeting to order at 7:30 P.M., followed by the salute to the flag. President Kiscaden announced that the meeting is being audiotaped to assist in the preparation of the minutes.

REQUESTS TO BE HEARD: Dennis Gehringer was in attendance on behalf of his client, the owners of 44 Strasburg Associates and 1 Historic Drive, to express concern in the way the ordinance is currently drafted because it prohibits development of their property. Mr. Gehringer stated that the proposed ordinance takes a completely different approach to zoning than the current zoning. He stated that the current zoning has permitted land uses and its permitted uses in the C-3 Zone are for tourist commercial activities and the Gateway North Zone's purpose is for incidental tourist destination, not primary. He stated that he thought the purpose of the district was in response to the 896 Corridor Study which was recommending access management and access management is a site design issue relating to a subdivision and land development ordinance dealing with access. He stated that the proposed ordinance in context removes all permitted uses except for agricultural or municipal uses which force everything to be reviewed through a Conditional Use Hearing. This makes the existing uses, about 70% of which is already developed, non-conforming uses. He stated that this approach doesn't allow an applicant/developer to have a clear understanding of what is worthy of receiving Conditional Use approvals. He added that the footprint of the existing hotel is greater than a 25,000 square foot footprint but noted that it sits on a 6 acre parcel of land. He added that his client is very concerned with this proposed ordinance.

Don Hess was in attendance on behalf of his client, Stephen Smoker, who owns property along Historic Drive. Mr. Hess apologized for the tone of a letter they submitted in June because they were told that day that they had only a few hours to respond to imminent Council action to adopt an ordinance, which they now know was not the case. He summarized Mr. Smoker's concerns in that Mr. Smoker assisted in a joint public/private relationship regarding the Route 896 Relocation and was concerned that now this ordinance would prohibit him from developing his property and was zoned commercial. He added that the buildings his client has already built on his property, including S.E. Smoker's main office, fit well into the spirit of the Borough and are architecturally, artistically and tastefully designed. Mr. Hess also stated that Mr. Smoker would support an overlay or another type of protection which would prohibit shabby, concrete or characterless design because he, too, has a personal interest in how this property is developed. He added that Mr. Smoker believes that the Borough needs a commercial district for tax base and a place for residents to do their business.

REVIEW AND DISCUSSION OF THE PROPOSED GATEWAY NORTH ZONE: Jim Kiscaden stated that it was Strasburg Borough's desire to be able to regulate the design of buildings so that we would not have ugly, concrete, modern architecture but rather aesthetically pleasing to complement the historic nature of the community. The Borough then learned that Strasburg Township was in the process of developing a new zone along the Township portion of 896 and that perhaps some of that ordinance could be adopted by the Borough to control the design of new construction along 896. Jim Kiscaden stated that in hindsight, it would have been better to have engaged 44 Strasburg Associates and Mr. Smoker during those discussions because Strasburg Township discussed their ordinance with Hershey Farms and Sight & Sound and these properties future design plans were taken into consideration. Jim Kiscaden stated that we should have considered the future design plans for these properties which will also increase the commercial tax base.

Bruce Ryder clarified that there was a Developer's Agreement between Mr. Smoker, Charter Homes, Historic Strasburg Inn, Strasburg Borough and Strasburg Township which stated that the developers would contribute \$860,000 toward engineering and right-of-way acquisition for the Route 896 Relocation Project. In addition, they were to donate their portions of the existing Historic Drive, cost to transfer the 1 acre for the 6 ½ acres to Mr. Lapp as well as a portion of the payment for the land to Mr. Lapp. In total, the developers spent well over \$1 Million. However, Mr. Ryder pointed out, that there was no agreement that said that if the developers completed these requirements that they would be allowed to do whatever they wanted but rather that they would be bound by the ordinances in place at the time that they proceeded with their development plans (as well as comply with federal and state regulations). Mr. Ryder noted that on the other hand, there also was never any indication that the municipalities intended to rezone the tracts and significantly change the permitted uses/lot coverage/setbacks but rather Mr. Desai has planned and Mr. Smoker has demonstrated incorporating the historic appearance of Main Street in their developments.

Solicitor William Crosswell stated that he believed Council needed to evaluate the goal and how can it be achieved but emphasized that he believes it is important to work with fairness with the developers. This way, the flavor/character of the community can be achieved as opposed to limiting the uses of the properties.

Bruce Ryder reminded the members that roadway restrictions limiting access points already has forced the developers to rethink their land development approach and use shared accesses, which is one of the points in the North Gateway Zone which is already in place along Historic Drive.

Mary Dresser reminded Council that the Planning Commission was originally given the direction to pursue form based zoning after a presentation by Tom Hylton from Pottstown. However, she added, because of the expensive, time consuming task, the Planning Commission chose to come up with a quick fix to inexpensively achieve the goals by using the North Gateway Zone to control the flavor of the development. They moved the trigger point from when a subdivision plan is submitted to a conditional use. She added that this is currently used in Warwick Township and their trigger point is a very low square footage of coverage change to trigger the conditional use process. Mary Dresser also stated that it was the Planning Commission's intent to then move toward the form based code.

Bruce Ryder stated that the proposal makes sense but perhaps by taking the Township's Ordinance led us astray because their desires are not consistent with the development that has been discussed for along the Route 896 Relocation project. Bruce Ryder added that the proposed North Gateway zone as drafted and presented to Council a few months ago does not meet what Council was desiring and Mary Dresser stated that the Planning Commission is seeking Council's direction on what to include.

Patty Hunt stated she felt that the Planning Commission was working in the dark without direction from Council regarding the developer's agreement. Bruce Ryder stated that the developer's agreement was signed in 2004 and it has been discussed many times at Council.

Jim Kiscaden stated that he felt a simple way is to work through the existing ordinances and permitted uses and with the developer's agreement, they will design future buildings as to the historical architectural integrity that we are expecting and in some cases have already done.

Bruce Ryder stated that if the provisions that are in the draft North Gateway zone which was forwarded to Council a few months ago are not what the Planning Commission really wants, can the Planning Commission forward their plain English goals for an amendment to the zoning ordinance to Borough Council for their approval and then revise the ordinance accordingly. This would possibly eliminate such things as new regulations for lot coverage and setbacks which, in the eyes of at least one developer, prohibit them from using their land as they had planned.

Penny stated that she felt that items such as design (historic architecture modeling), rear parking areas, landscaping, signage (no billboards and flashing lights), control drive-throughs (so not a lot of in and out traffic) and size are important to be regulated.

Attorney Crosswell stated that he suggests performance standards for building design, parking location, etc, which doesn't require going through a conditional use process and therefore doesn't require an additional layer of hearings.

Jim Kiscaden asked if the design of the buildings could be regulated by a binding agreement with the developers. Solicitor Crosswell stated that the developers could choose to place restrictions

on their property naming the Borough as a beneficiary to regulate appearance. Such a document would be in the nature of a covenant and would be recorded to run with the property.

The next steps were discussed. Jim Kiscaden stated that he believed it should be a collaborative effort between the Council, Planning Commission and the two prime developers in this area of the Borough.

Attorney Crosswell stated that he was unaware of the geographic scope of the Gateway North Zone. Dennis Gehringer stated that the last map he saw started at the Borough, went down 896 and went beyond Historic Drive. Mary Dresser stated that the proposed zone included the undeveloped section (Phase 2) of Charter Homes because they may deem it inappropriate to pursue based on development and may be resubmitted years down the road as another type of development. Jim Kiscaden stated that Phase 2 already has Preliminary Plan approval.

Patricia Hunt stated that she is concerned that there is no place at Charter Homes to have a tree canopy which she believed is one of our historic features. She stated that creating the proposed North Gateway Zone was a reaction to what was seen happening with this development and the desire to have more control over appearance. She added that with including Charter's Phase 2, they could be encouraged to consider the tree canopy to keep the character of the town. Jim Kiscaden stated that in 1974, there was not much of a tree canopy because most of the people had cut down their trees along Main Street. He added that during 1974-1976, as part of the bicentennial program, 100 trees were planted in Strasburg and that is where most of the trees along East and West Main Street came from. Bruce Ryder stated that he believed that is a different problem than the one that is trying to be solved along the frontage of 896 and again encouraged the Planning Commission to develop a list of what they are trying to accomplish and the least amount of change to effect the change.

Dale Spaulding read from Attorney Crosswell's August 11, 2008 letter regarding Conditional Use process and the steps involved.

Caroline Morton stated that Strasburg Township's goal for adopting their ordinance was to develop a mixed-use area and incorporate those uses in a region that has been moving from agricultural uses to more commercial uses. She added that they wanted to develop a process to work with developers or property owners to develop their properties within the guidelines the Township wanted to see within that region. She added that their goal is not to restrict nor prevent development but rather to set up guidelines to guide it in a way consistent with the Township's goals.

Mike Sollenberger stated that everyone has expressed concern with a building's appearance but wondered what if everyone doesn't agree on the right look and how do we control who has the final say in it? He added that he is willing to work with developers on uses, believes the incentive ideas are great and needs to be a win-win situation.

Attorney Crosswell stated that performance standards in the Zoning Ordinance can be added to regulate a particular type of development. He stated that standards such as commercial development performance standards create a voluntary process where a developer can have perks

such as more intensive development if they comply with items such as additional design standards.

Mary Dresser asked if the performance standards can be written on a sliding scale to be not as burdensome on smaller projects. Attorney Crosswell stated that a threshold so that only projects of a certain magnitude get pulled into these that want to use the performance standard approach.

Bruce Ryder stated that he believed we are back to a list of what it is we need to accomplish such as more big trees per how many acres, etc. He added that something he has learned from the Police Chief is to be careful with regulating screening because of safety reasons. He also cautioned about slipperiness of some brick sidewalks.

Based on a question raised by Shelby Nauman, it was the consensus that the next step would be a collaborative process to get to performance standards, and eventually put into proposed ordinance form and through the official ordinance review/adoption process.

Jim Kiscaden encouraged the Planning Commission to get in contact with Dennis Gehringer and someone representing Stephen Smoker.

Dale Spaulding encouraged the standards to be kept simple and to put it in writing so everyone is working on the same page. Mary Dresser encouraged including pictures in the ordinance.

Don Bachman stated that Strasburg today is not the Strasburg of old. He stated that there used to be many small businesses in town and that we need these developers to move forward and to put in a commercial area that will help the Borough and bring in a commercial area that the people will be proud of and use.

OTHER BUSINESS: Mike Sollenberger asked for an update on the Subdivision/Land Development Ordinance Update. Attorney Crosswell stated that he is currently reviewing the document and after his review, which he anticipates will take approximately 1-2 months, will come back to the Planning Commission for their consideration.

CITIZEN'S COMMENTS: May Gaynor stated that having all of the members talking about the zoning change together is a positive thing as well as having the developers sharing with the planning commission some of their plans. She added that as this works in Warwick Township, and that this type of zoning meets the goals of what everyone is doing but we cannot assume anything and that by putting these types of controls in place ensures that the town will get what it wants, especially if the properties change ownership.

ADJOURNMENT: Dale Spaulding made a motion, seconded by Lee Potts and passed unanimously to adjourn the meeting at 9:05 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

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STRASBURG BOROUGH COUNCIL
AUGUST 11, 2009
MINUTES

Members Present:

Jim Kiscaden	Dale Spaulding	Penny D'Alessandro
Mike Sollenberger	Don Bachman	Cindy Baker

Others Present:

Bruce L. Ryder, Mayor	David Young
Lisa M. Boyd, Borough Manager	Mary Dresser
F. Steven Echternach, Police Chief	Denise Waller

CALL TO ORDER AND PLEDGE TO THE FLAG: Council President Kiscaden called the meeting to order at 7:30 P.M., followed by the salute to the flag. President Kiscaden announced that the meeting is being audiotaped to assist in the preparation of the minutes.

REQUESTS TO BE HEARD: Neighbors of a property on Pleasant View Drive were in attendance expressing their concern regarding ongoing property maintenance issues at 262 Pleasant View Drive noting that currently in addition to trash items, there is also an unused swimming pool without an operating pump which is a West Nile concern. The Borough Manager stated that the tenants have been sent at least two previous enforcement notices by the Zoning Officer and it has gotten cleaned up temporarily after the enforcement notices were sent. The Borough Manager added that, based on recent complaints, an enforcement notice is again being prepared by the Zoning Officer. Questions were asked about the property maintenance ordinance and the Borough Manager stated that the ordinance is in place and is enforceable. The property owner is notified each time the enforcement notice is sent as well and since it has been cleaned up at least a little bit each time, it has not been able to be pressed to the next step, which would be filing a complaint with the District Justice. It was the consensus that a routine follow-up on the property maintenance for this property could be done.

MINUTES OF JULY 14 AND JULY 15, 2009: Dale Spaulding made a motion, seconded by Mike Sollenberger and passed unanimously to approve the minutes of the July 14, 2009 and July 15, 2009 meetings as printed.

REPORTS:

MAYOR – The Mayor had no written or verbal report.

PRESIDENT – The President submitted a copy of the emergency calls for the Strasburg Fire Company #1 for July 2009. He highlighted that there were 14 calls including 8 vehicle accidents, 2 buildings, 1 brush, 1 medical assist, 1 alarm bells and 1 automatic alarm. He added that approximately 25 members were participating in a 24 hour Hazardous Materials Operations training, which is another state training requirement. He added that the Authority is meeting with their Bond Agent to discuss if it a new bond should be floated to fund the reservoir and

water treatment projects and will keep Council informed because, if Council approves, the bond will be placed in the Borough's name with the Authority entering into an agreement with the Council to repay. Jim Kiscaden added that we have been told that bond rates are currently very low. The new reservoir the Authority is considering would increase our water reserves from a 3 day supply to an approximate 5 day supply and would improve the facility which is approximately 50 years old.

MANAGER – The Borough Manager highlighted the following items contained in her written report and added the following information:

1. Pennsy/McMinn's advised that they intend to begin blasting on August 12, 2009, for the stormwater/pipe trenches along the Route 896 Relocation Project as long as the appropriate permits are received.
2. Strasburg Night at the Barnstormers has been rescheduled for August 25, 2009, and tickets are available through Teresa Cramer.
3. The updated Police Contract that was approved at the last meeting was provided to the Borough Manager and she will forward it to the Council President for his signature.

POLICE – The Police Report for July 2009 was received and accepted. The Police Chief requested, because one of his officers has been off for an extended sick leave period, he be allowed to carry additional vacation time over to the next year to minimize the budget impact. Cindy Baker made a motion, seconded by Dale Spaulding and passed unanimously to authorize the Police Chief a one-time time exception to carry over up to an additional two weeks vacation into 2010.

PUBLIC WORKS – Jim Kiscaden stated that the Public Works Department has also been understaffed for approximately the last six weeks due to an employee breaking a leg (not a Workers Compensation claim). He added that many of their projects have been rescheduled until they are fully staffed. The Public Works report for July 2009 will be provided at a later time.

ZONING OFFICER – The Zoning Officer's Report dated August 3, 2009, was received and accepted.

ENGINEER – The Engineer's report for July 2009 was received and accepted. Jim Kiscaden asked if we are within budget for their assistance on the bypass project to which the Borough Manager replied that we were.

TREASURER – Jim Kiscaden publicly commended the residents of Strasburg for the manner in which they promptly pay their real estate taxes and added that there are very few people in Strasburg who do not pay their taxes on time, and is reflected in the Real Estate Tax revenues. Jim Kiscaden stated that he is concerned with revenue shortfalls in building and zoning permits, interest and real estate transfer tax. He suggested that possibly some projects such as ordinance revisions may need to be delayed. It is his and the Borough Manager's recommendation to pay for street lighting out of the State Highway Aid fund for the remainder of the year to lessen the impact on the budget. Penny D'Alessandro mentioned and thanked the

Lions Club for turning back the 2009 parade donation because the VFW gave them a donation to cover those expenses this year.

Mike Sollenberger made a motion, seconded by Dale Spaulding and passed unanimously to accept and file for audit the Treasurer's Report for the period ending July 31, 2009 and to authorize the staff to pay the remaining street light payments for 2009 from the State Highway Aid Fund.

CONSENT AGENDA: Don Bachman made a motion, seconded by Cindy Baker and passed unanimously to approve the following items on the Consent agenda:

PAYMENT OF BILLS IN THE AMOUNT OF \$50,272.75
ACT 32 OF 2008 – APPOINTMENT OF DELEGATES RESOLUTION 2009-7
2010 BUDGET CALENDAR
ACCEPTANCE OF RESIGNATION FROM PLANNING COMMISSION
AND JOINT PLANNING COMMISSION – PATRICIA HUNT
PADOT WINTER MAINTENANCE AGREEMENT RESOLUTION 2009-8
APPROVAL FOR STRASBURG FIRE POLICE TO ASSIST
QUARRYVILLE FIRE POLICE AT THE SOLANCO FAIR
AND PARADE ON SEPTEMBER 16, 2009

UNFINISHED BUSINESS:

ENVIRONMENTAL ADVISORY COUNCIL DISCUSSION: Penny D'Alessandro distributed draft wording regarding the youth member stating that "Youth member shall serve a term expiring in 12 months, or upon graduating from high school or equivalency, whichever comes first."

Cindy Baker expressed her concern regarding the formation of an Environmental Advisory Council because she believes this board would have redundant duties with existing boards. It was added that the Joint Comprehensive Plan called for the investigation into an EAC, not necessarily the formation of one.

Jim Kiscaden stated that at the meeting where EAC's were discussed, we were led to believe other municipalities in Lancaster County were pursuing EAC's but when contacted, Ephrata Borough and Township had never heard of an EAC and Penn Township stated they had some discussion but was a back burner item. The only other EAC was Pequea Township which has become a political problem there. He added that there is very little developable land left in Strasburg Borough.

Mary Dresser stated that at the last Joint Planning Commission, since they didn't have a quorum they unofficially discussed and thought that additional duties of the EAC could be to focusing on clean energy, energy conservation, increasing recycling and providing environment education. Additional EAC benefits for the Borough are planned to be discussed at their next meeting. She asked if Council could forego a decision to allow the Joint Planning Commission to submit something for Council's consideration. Dale Spaulding stated that what is being suggested could be accomplished by an individual EAC in the future instead of pursuing a Joint EAC with the Township so that efforts could be directed more to what we need because the Township has

different needs. Mary Dresser stated that as Chair of the Tree Committee, because they have reviewed plans and made recommendations, some of her members have told her that they just want to plant trees and don't want to review ordinances and plans. She stated that her background and desire to conserve the environment would be much more useful as a member of an EAC.

Dale Spaulding stated that the discussion at hand is regarding the formation of a Regional EAC and he has only heard support of future consideration of a local EAC. Mr. Spaulding added that it should be known that there is support for understanding and bringing environmental issues to Council for local issues.

Mike Sollenberger stated that he believes an EAC is a little bit ahead of its time in Lancaster County, there is a lot of potential benefit for the Township to proceed with an EAC without the Borough. Cindy Baker stated that the Park Foundation is a resource that could be used for assistance with reviewing environmental issues.

Cindy Baker made a motion to not pursue formation of a Regional Environmental Advisory Council. Dale Spaulding seconded the motion. Motion carried with members Kiscaden, Spaulding, Sollenberger, Bachman and Baker casting assenting votes. Member D'Alessandro cast a dissenting vote because she is in favor of forming an EAC.

REZONING OF 17 WEST MAIN STREET AND 21 WEST MAIN STREET DISCUSSION:

Jim Kiscaden stated that a public hearing will be held on September 8, 2009 regarding the rezoning of 17 and 21 West Main Street. Penny D'Alessandro stated that if you look at the purpose of the C-1 Commercial Zone, it states that it is to provide basic convenience commercial goods and services to local residents who live in the Borough, and uses are limited to those that residents are likely to need on a daily or regular basis. She stated that it was her desire to have input regarding the uses and suggested a medical building. Bruce Ryder stated that the C-1 permitted uses is a separate issue and what is before us now is to consider changing its zoning from R-H to C-1 and the permitted uses as the ordinance currently allows. Bruce Ryder stated that he believed it was important to enforce the off-street parking requirements and suggested that we find a way to enable that.

NEW BUSINESS:

TREE COMMITTEE REQUEST – APPROVAL FOR DOOR-TO-DOOR SOLICITATION:

Dale Spaulding made a motion, seconded by Don Bachman and passed unanimously to approve the Tree Committee's request to go door-to-door along Miller Street on August 26, 2009 to encourage residents to participate in the Borough's Street Tree Program.

AWARD 2009 PAVING PROJECT BID: Mike Sollenberger made a motion, seconded by Penny D'Alessandro and passed unanimously to award the 2009 Paving Project bid to the low bidder Long's Asphalt Paving at a total bid of \$50,567.50 for the paving of East Hillcrest Avenue and Susan Avenue.

OTHER BUSINESS: Penny D'Alessandro stated that she visited Richmond Square development in Manheim Township and stated that it is unbelievable and is like a little town, has

brick sidewalks in different places, matching benches and trash cans, little shops (such as a drycleaner) and apartments. She added that she believed this would have been nice to have in Strasburg and would have created affordable housing. Bruce Ryder stated that our ordinance allows for this type of development and is called Village Overlay. He added that we have not had a tract large enough to attract a developer to gain the extra density benefit to create the village overlay. Cindy Baker stated that behind this type of development is normally a large parking lot and Penny D'Alessandro stated that there were plantings. Denise Waller stated that our Charter Homes development was to be connected to our existing town.

CITIZEN'S COMMENTS: Mary Dresser asked if the meeting between all Borough Boards could be held on a regular basis. She also stated that planners try to model what exists in Strasburg Borough as a small town and stated that she believes we need to come back to that in a viable, responsible solution. Bruce Ryder stated that the Borough has fought commercial uses but in reality that is how this town existed historically, residences with a small business in them.

Don Bachman stated that he recently had a reunion of the survivors of the Strasburg School Fire, that approximately 75 people attended and had a wonderful time reminiscing, and will provide a copy to the members.

Cindy Baker stated that the uses that Penny D'Alessandro discussed earlier for the C-1 Zone regarding uses that are needed daily or regularly for local residents and asked how often they patronize the local commercial businesses in the Square and encouraged everyone to support our local shops.

ADJOURNMENT: Mike Sollenberger made a motion, seconded by Lee Potts and passed unanimously to adjourn the meeting at 9:32 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

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STRASBURG BOROUGH COUNCIL
SEPTEMBER 8, 2009
MINUTES

Members Present:

Jim Kiscaden	Dale Spaulding
Penny D'Alessandro	Mike Sollenberger
Don Bachman	Cindy Baker
Lee Potts	

Others Present:

Bruce L. Ryder, Mayor	Don Lennon
Lisa M. Boyd, Borough Manager	Nick Whiteford
F. Steven Echternach, Police Chief	Robin Stermer
William C. Crosswell, Solicitor	Tom Lainhoff
Dan Lake	John Glick
May Gaynor	Cindy Hummel
Stephanie Eshleman	Denise Waller
Michael Ranck	LaJune Ranck
Margaret Young	Robert Hallinger

CALL TO ORDER AND PLEDGE TO THE FLAG: Council President Kiscaden called the meeting to order at 7:30 P.M., followed by the salute to the flag. President Kiscaden announced that the meeting is being audiotaped to assist in the preparation of the minutes.

REQUESTS TO BE HEARD: None.

PUBLIC HEARING – REZONING OF 17 WEST MAIN STREET AND 21 WEST MAIN STREET ORDINANCE 2009-1:

Jim Kiscaden announced that the proposed ordinance was advertised and available for public inspection. Both properties were posted by the Borough Manager on August 24, 2009. At their meeting on August 3, 2009, the Borough Planning Commission reviewed and made a recommendation for approval that the rezoning would be in accordance with the objectives of the Boroughs' formally adopted Comprehensive Plan. The Lancaster County Planning Commission reviewed this matter at their August 24, 2009 meeting and recommended adoption of the proposed ordinance. These two items will be made part of the minutes of this meeting. Robert Hallinger explained the location of the properties and showed their location on various maps and stated that Mr. Whiteford purchased these along with the Creamery property in July 2009. He stated that they are currently zoned R-H and due to their deteriorated condition, it would be cost prohibitive to rehabilitate them and resell for a residential use. Since these properties are located directly adjacent to the existing C-1 Commercial Zone, they are requesting these properties to be rezoned to C-1. He added that this request is consistent with the purpose of our C-1 Zoning District which encourages adaptive reuse of existing structures to maintain distinctive downtown feel of the Borough. He also stated that a proposed use is for a furniture shop and dress shop in an artisan setting. Mr. Hallinger also pointed out that the Lancaster County Planning Commission actually recommended expanding the C-1 District beyond this request to meet the Village Center classification in the Comprehensive Plan.

Mr. Whiteford was introduced and stated that he comes from a smaller town than Strasburg (Whiteford, MD) and that several years ago he visited Strasburg and was very impressed by its small town charm. Mr. Whiteford stated that he has no intention on changing anything about the town but rather wants to become part of the town and to contribute to what is already here. He stated that approximately \$100,000 in interior upgrades were done to the Creamery in the last four months including upgrading the fire system, new air conditioning and added homemade fudge. Regarding 17-21 West Main Street, Mr. Whiteford stated that they have been vacant for several years and had some vandalism and will require major interior renovations. He added that the renovation costs would not be able to be recuperated if they were to be resold as residential but would be financially beneficial if they could be used for a business use. Mr. Whiteford stated that he has a furniture factory in Delta, PA and a majority of the furniture comes from Lancaster. He would like one of the buildings to be a showroom “house” for handmade local furniture and most of the furniture would be delivered directly to the purchaser from their Delta store. In the other house, Mr. Whiteford stated that he is open to ideas but has been approached to consider a dress shop. A possibility for both properties is offering local art for sale. Jim Kiscaden asked what Mr. Whiteford’s plans were for the properties if something would prohibit him from overseeing them. Mr. Whiteford stated that his business is a family five generation business and that he has children who would carry on the business.

Margaret Young asked what the upper floors of the brick three-story would be used for. Mr. Whiteford stated that since the Zoning Ordinance only allows for 2000 square feet of retail space and the first floor is 2000 square feet, possible upper floor uses include storage or an apartment, depending on what the Zoning Ordinance allows. Jim Kiscaden cautioned them to get good tenants if it becomes rental units. Denise Waller asked about off-street parking and stormwater runoff. Jim Kiscaden stated that the C-1 Zone requires off-street parking and the stormwater runoff would have to obtain appropriate approvals.

Tom Lainhoff stated that he likes what he has heard and that he likes that the owner wants to bring these buildings back into use, especially as proposed.

May Gaynor reminded Mr. Whiteford that these properties are in the Historic District and Mr. Whiteford stated that he is aware of that and likes the HARB because it also protects the ambiance of the town. Tom Lainhoff stated that the best time to meet with HARB is during the planning stages and encouraged Mr. Whiteford to come and talk to HARB.

Mike Sollenberger asked about the outbuildings behind 17 and 21 West Main Street. Mr. Whiteford stated that they hope to retain the block building and that part of the wooden building may have to be taken down to allow access. Mr. Sollenberger asked if he had thought about truck access for delivering furniture. Mr. Whiteford stated that trucks could use the back parking and unload off-street and that he would use single axle trucks.

Denise Waller stated that, as a business owner, she believes that it is a good thing to have two more businesses in the Borough and that since the properties are in the Historic District, he is required to maintain or improve the facades and encouraged Borough Council to approve the rezoning request.

Dale Spaulding noted that the Borough historically had even more commercial properties than exist today.

With no additional comments or questions from neither the public nor Council, Jim Kiscaden closed the public hearing.

Dale Spaulding made a motion, seconded by Don Bachman and passed unanimously to enact Ordinance 2009-1 which changes the zoning classification of 17 West Main and 21 West Main Street from R-H Residential to C-1 Commercial.

MINUTES OF AUGUST 11, 2009: Mike Sollenberger made a motion to approve the revised draft minutes of the August 11, 2009 meeting as printed. Cindy Baker seconded the motion. Motion carried with members Kiscaden, Spaulding, D'Alessandro, Sollenberger, Bachman, and Baker casting assenting votes. Member Potts abstained from voting because he was not present at that meeting.

REPORTS:

MAYOR – The Mayor had no written or verbal report.

PRESIDENT – The President submitted a copy of the emergency calls for the Strasburg Fire Company #1 for August 2009 noting that it was the busiest month in its history with 39 calls. The calls included 28 emergency calls and 11 public service calls from a storm that took down many trees and destroyed a tobacco shed.

Jim Kiscaden added that today the Borough Authority received bids on the proposed new treatment plant and reservoir. The General Contract bids ranged from \$2,323,000 to \$2,889,000 with five contractors bidding. The Mechanical Contract bids ranged from \$75,000 to \$161,800. The Electrical Contract bids ranged from \$145,710 to \$224,000. He added that the total project, if the Authority chooses to proceed, will be a total project cost of approximately \$2,700,000 of which \$600,000 is covered through an H2O grant through the State. However, approximately \$2,000,000 remains to be funded and they will be reviewing funding options after the bids have been reviewed by the Engineer. He cautioned that this estimate does not include approximately \$300,000 that has already been expended for engineering, subdivision and land development, and zoning. He stated that these improvements are necessary when looking toward the future. A study on the rate schedule considering the additional borrowing will be completed but added that our water rates are currently the cheapest of any municipality in Lancaster County. He reminded the members that it is planned that the Borough will obtain a bond to fund the improvements and an agreement will be obtained between the Borough and the Authority for the Authority to be responsible for repaying the bond.

He added that regarding sewer, because we are a bulk customer of Suburban Lancaster Sewer Authority and the City of Lancaster, we are responsible to pay for approximately \$500,000 of capital improvements affecting the City of Lancaster's system to comply with the Chesapeake Bay requirements. The largest costing project is anticipated to take place in 2014.

MANAGER – The Borough Manager highlighted the following items contained in her written report and added the following information:

1. Seminars and meeting information has been distributed and members are always encouraged to attend.

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2. Vacancies continue on the Tree Committee and Planning Commission and will be re-advertised and re-posted.

POLICE – The Police Report for August 2009 was received and accepted. The Police Chief reported that new speed data on streets has not been obtained due to the Police and Public Works Departments each being down one employee. He did, however, report that last years' street data for East Main Street was done over a 72 hour period from Monday-Thursday and the average vehicles per day was 8,520 with the highest day being Tuesday with almost 10,000 vehicles. The average speed on the street was 28 miles per hour; 41 miles per hour and upward accounted for only 2% of the traffic and 36 miles per hour and up accounted for only 10% of traffic. Peak traveled times were 7-8 AM and 4-5 PM.

He compared this information to a 48 hour study of Lancaster Avenue over Wednesday-Friday. The average number of vehicles was 5,500 with the average speed being 34 miles per hour. The 41 miles per hour and up was 10% of traffic; 36 miles per hour and up was 37% of traffic. He stated that using this information, that is why they concentrate speed enforcement on Lancaster Avenue and that the full statistical information is available if they wished to review it.

PUBLIC WORKS – The Public Works Department report for July was submitted. Jim Kiscaden stated that one employee is still not back to work due to a broken leg which is non-job related. However, the Department has had a significant amount of work to be completed before Winter. He highlighted that the well usage for the month was 19% and the average water usage was 232,000 gallons per day with a daily range from 202,000 -279,000 gallons.

ZONING OFFICER – Several Zoning violation letters were sent during the month by the Zoning Officer and were copied to the members. Jim Kiscaden asked if we had heard anything regarding the cleanup of 262 Pleasant View Drive that was brought up last month. The Borough Manager stated that she looked at it today and we will continue to keep an eye on it to make sure it stays cleaned up.

Penny D'Alessandro stated that she is disappointed by the tractor trailer/billboard that sits along Historic Drive. The Borough Manager stated that it is allowed to remain because it is a commercial zone.

ENGINEER – The Engineer's report for August 2009 was received and accepted.

CONSENT AGENDA: Cindy Baker made a motion to approve the following items on the Consent agenda. Lee Potts seconded the motion and motion carried with members Kiscaden, Spaulding, Potts, Sollenberger, Bachman, and Baker casting assenting votes. Member D'Alessandro abstained from voting because one of the HARB Certificates of appropriateness was for her property.

PAYMENT OF BILLS IN THE AMOUNT OF \$146,647.56

HARB CERTIFICATES OF APPROPRIATENESS – 55 EAST MAIN ST,
112 EAST MAIN ST, 106 MILLER ST AND 331 MILLER ST

TRICK OR TREAT – SET DATE – FRIDAY, OCTOBER 30, 2009 FROM 6 TO 8 PM

UNFINISHED BUSINESS: None.

NEW BUSINESS:

AMISH CRAFTS AND FURNITURE PROPOSED DRIVEWAY – PRE-APPLICATION

REVIEW: John Glick, owner, and Dan Lake, surveyor, were in attendance to discuss a proposed driveway for the Amish Crafts and Furniture complex that borders on the Borough at the intersection of Historic Drive and North Decatur Street. They distributed a map showing the problem in that the Route 896 Relocation project has made the existing entrance near the intersection of Historic Drive an “entrance only” because of stacking traffic. The project then gave them a new entrance and exit further north which requires traffic to come across the front of the property on the existing driveway, cross over and make a hard left onto Route 896. Because they do not like this option, they are proposing to extend a new driveway from the rear parking lot going east, crossing Stephen Smoker’s property and connecting onto a new street entrance coming off of Historic Drive. Until this street entrance is built, they are proposing to construct the driveway as proposed. Mr. Lake stated that they are taking this proposal to Strasburg Township as well which is where the majority of this driveway is proposed. At this point, this is only a pre-application and they are only checking to see if there would be opposition to this project.

Jim Kiscaden asked how this proposal ties into the Official Map and the potential for the Township to extend the leg out to North Star Road. Mr. Lake stated that Mr. Glick does not intend to further develop the property and if the street does get extended, that portion of the driveway in the street would be removed and the driveway would be realigned to suit the new street. Bruce Ryder asked why the configuration of the driveway wasn’t configured to a proposed road intersection right from the start rather than making the curb and having to tear it out in as little as a year and a half. Mr. Lake stated that whatever he does within that street right of way, he wants to be done to driveway standards, which differ from the street standards. Bruce Ryder stated that conceptually he believed this was a reasonable request, if the applicant is willing to acknowledge in writing that he is willing to rebuild it to street standards at some point in the future then he doesn’t have any problem with this being put in this way temporarily because it is only a temporary solution due to Mr. Smoker developing his lot. Bruce Ryder questioned if the 90 feet that they are proposing to install is sufficient for Mr. Smoker to use or if it may have to be moved back because of it being too close to the intersection and added that he believed that the road would have to be installed to street standards in the near future. Bruce Ryder encouraged them to discuss this in more detail with Mr. Smoker regarding the type of roadway as well as its configuration.

Mr. Lake clarified that the entrance only will remain as is and this proposal will serve as an additional entrance and the exit.

Traffic flow was discussed and Dale Spaulding stated that instead of entering off of North Decatur Street, he believed it would be safer for vehicles who wanted to enter the business to turn at the traffic light and enter at the traffic light off of Historic Drive. Mr. Lake stated that they will be posting signs to encourage that traffic flow.

Mike Sollenberger asked if they had calculated stormwater runoff yet to which Mr. Lake stated they had not yet. Mike Sollenberger encouraged them to verify that the existing basin is

sufficiently sized. Bruce Ryder clarified that the Borough has to permit the connection to the stub street because that will become a Borough street.

Mr. Lake stated that their next step is to take this proposal to Strasburg Township.

OTHER BUSINESS: Jim Kiscaden stated that the 2010 Pension Minimum Municipal Obligation figures have been obtained and that they are:

2010 Non-Uniformed MMO	\$31,066
2010 Uniformed MMO	\$55,312

State Aid revenues are anticipated in the amount of \$44,609 towards these obligations.

CITIZEN'S COMMENTS: Mick Ranck stated that because the parking at Historic Strasburg Inn couldn't be used for the Thomas the Train events, vehicles parked on both sides of East Main Street and clogged driveways. Mr. Ranck asked if a contingency plan is in place if there is gridlock with vehicles parked on both sides of the street and a fire or medical emergency occurs since there aren't any intersecting streets on East Main Street. Jim Kiscaden stated that a plan is not in place and Mr. Ranck encouraged them to consider one. Mr. Ranck also expressed concern regarding traffic passing buggies and almost being hit twice and asked what the regulations were. Chief Echternach stated that a vehicle can pass a buggy (and other slow moving vehicles displaying a placard) only if they have sufficient safe passing distance. LaJune Ranck asked if additional police were going to be on duty to assist this weekend because of Thomas the Train, Heritage Days, construction bypass traffic, and the exclusive pedestrian phase of the traffic signal. Mayor Ryder stated that our experience has been that the traffic signal is the best solution and safest. Mayor Ryder stated that after the bypass is constructed, the traffic signal warrants will be reviewed, including the exclusive pedestrian phase. LaJune Ranck asked if a diagonal walkway could be permitted and Chief Echternach stated that after the Borough would conduct an engineering study to warrant it, PennDOT would have to reissue the traffic signal permit. He added that no changes are permitted to the intersection without PennDOT approvals, only maintenance items such as painting are permitted.

Denise Waller asked about the Friday night 9/11 service and how much of the Square would be closed. Chief Echternach stated that the Square would not be closed. Denise Waller also asked what could be done when the fire company has to close East Main Street if there could be direction provided to the motorists. She stated that traffic was going down North Decatur Street and turning on East Hillcrest and then trying to re-enter East Main off of Shenk Avenue but that the roadway was still closed there. Jim Kiscaden stated that fire companies call in assistance from other fire companies but that does take a little bit of time until all of the fire police arrive and are stationed.

May Gaynor stated that she has concerns regarding the new house being built in the Trails at Strasburg development, 125 Susan Avenue, because of the high groundwater. She noticed that the Borough Engineer looked at this property. The Borough Manager stated that the Engineer was called in because the Building Inspector was concerned with the large amount of groundwater and they were required to install two sump pumps, have a backup system, and the new owners will be required to sign off that they are aware of the situation before a Certificate of Occupancy can be issued.

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ADJOURNMENT: Mike Sollenberger made a motion, seconded by Dale Spaulding and passed unanimously to adjourn the meeting at 9:15 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

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STRASBURG BOROUGH COUNCIL
SEPTEMBER 29, 2009
MINUTES

Members Present:

Jim Kiscaden	Dale Spaulding
Penny D'Alessandro	Mike Sollenberger
Don Bachman	Lee Potts
Cindy Baker	

Others Present:

Bruce L. Ryder, Mayor
Lisa M. Boyd, Borough Manager
F. Steven Echternach, Police Chief

CALL TO ORDER AND PLEDGE TO THE FLAG: Council President Kiscaden called the meeting to order at 7:30 P.M., followed by the salute to the flag. President Kiscaden announced that the meeting is being audiotaped to assist in the preparation of the minutes.

REQUESTS TO BE HEARD: None

FINANCIAL REVIEW AND 2010 BUDGET DISCUSSION: The members reviewed the August Treasurer's Report and Projections for 2009. It was noted that the receipts for Earned Income Tax are a big unknown at this point and it is hard to lock in the final November receipt for 2009 and the budget figure for the 2010 Budget because the Tax Collection Bureau is still evaluating their revenue status. Donations were also discussed and it was decided that the donations should be included in the 2010 budget as requested.

It was the consensus of the members that the raise for the non-uniformed employees be set at 3% (Police raise is 4.5% but they will contribute 1.5% to their Pension fund) for 2010 and that the Employee Policies be updated to mirror the new deductible requirement for Health Insurance that the Police Department contract includes beginning in 2010.

The draft budget will be reviewed at the October 13th meeting, the Preliminary budget at the November 10th meeting and the Final Budget at the December 8 meeting.

OTHER BUSINESS:

BOND ISSUE ORDINANCE: A motion was made by Don Bachman, seconded by Lee Potts and passed unanimously to approve the advertisement of the bond issue for the Authority's water system improvements which includes a second storage facility and an update to the water treatment plant.

2009 Envision Lancaster County Leadership Award Resolution 2009-9: A motion was made Dale Spaulding, seconded by Lee Potts and passed unanimously to adopt Resolution 2009-9 which expressed Borough Council' support of the 2009 Envision Lancaster County Leadership Award application for the Route 896 Relocation Project.

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CITIZEN'S COMMENTS: None.

ADJOURNMENT: A motion was made by Dale Spaulding, seconded by Cindy Baker and passed unanimously to adjourn the meeting at 9 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

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**STRASBURG BOROUGH COUNCIL
OCTOBER 13, 2009
MINUTES**

Members Present:

Jim Kiscaden	Dale Spaulding
Penny D'Alessandro	Mike Sollenberger
Don Bachman	Lee Potts

Others Present:

Bruce L. Ryder, Mayor	Randy Hock
Lisa M. Boyd, Borough Manager	May Gaynor
F. Steven Echternach, Police Chief	John McShane
Cindy Hummel, LNP Correspondent	Chris Brewer

CALL TO ORDER AND PLEDGE TO THE FLAG: Council President Kiscaden called the meeting to order at 7:30 p.m., followed by the salute to the flag. President Kiscaden announced that the meeting is being audiotaped to assist in the preparation of the minutes.

REQUESTS TO BE HEARD: May Gaynor stated that she saw recently in the newspaper about a municipality that obtained an emergency alert system that calls residents when there are local problems such as water lines. She stated that the article stated that next May is the mandatory timeframe in which municipalities must have an alert system in place. The Borough Manager stated that we have that article on file and have begun obtaining additional information such as cost, etc.

ENACTMENT OF BOND ISSUE ORDINANCE 2009-2 –JOHN MCSHANE & CHRIS

BREWER: John McShane and Chris Brewer were in attendance and explained that this Ordinance is necessary for the Authority to obtain a bond to borrow money at a better rate. The Borough received an A+ rating (A is average) and is very good for a borough of our size. The money is for new water system improvements and to refinance existing water, sewer and building bonds which were originated in 2003 which will result in a substantial savings. Mr. McShane stated that last week the rates hit a 40-year low and have begun increasing. Mr. McShane added that the December 2009 payment will reflect the savings and will be approximately \$80,000 less than originally scheduled. He further explained that this is wraparound funding and does not affect the repayment schedule of the existing debt.

Mr. McShane stated that all of the documents have been reviewed by both bond counsel and the Borough Solicitor and that the only way to lock in the rates is for Council to enact this Ordinance. Mike Sollenberger asked if this would restrict future borrowing and Mr. McShane stated that debt limit is established by the state which is 2½ times your general fund revenues in the last three years and that with the subsidy agreement with the Authority which requires them to repay the debt, this does not affect the Borough's ability to borrow money.

Jim Kiscaden stated that the Authority is anticipating a water rate increase in January 2010 and is necessary to generate the additional funds required to pay for this debt. He added that the quality

of the water because of these water system improvements may result in only an additional \$1 or so per quarter for the minimum users. Jim Kiscaden stated that a portion of funds that was requested for a water system improvement grant was awarded and will also be used for this project. John McShane stated that because our user rates are so low that lowered our ranking in the grant award process.

Chris Brewer stated that the Local Government Unit Debt Act has advertising requirements that overrides the Borough Code and that this Ordinance was advertised in accordance with all requirements and has been reviewed by the Solicitor. Mr. Brewer stated that basically this Ordinance creates a set of bonds and the terms of the bonds (creates the debt), authorizes its purpose, set its terms, covenant to pay from Borough taxes and also amends the subsidy agreement which requires the Authority to pay the Borough back.

Mike Sollenberger made a motion, seconded by Lee Potts and passed unanimously to enact Ordinance 2009-2 which authorizes the incurring of nonelectoral debt by the issuance of general obligation bonds, in the aggregate principal amount of \$5,440,000, of which \$2,115,000 is new money for water system improvements and \$3,325,000 is for the refinancing of the 2003 bond issues.

MINUTES OF SEPTEMBER 8, 2009: Dale Spaulding made a motion, seconded by Penny D'Alessandro and passed unanimously to approve the minutes of the September 8, 2009 meeting as printed.

REPORTS:

MAYOR – The Mayor reported that the Route 896 Relocation Project is nearing completion and at this time anticipates paving to be completed sometime between October 21, 2009 and October 31, 2009, weather permitting. Mayor Ryder stated that he and the Borough Manager have tried to arrange a ribbon cutting ceremony but due to the uncertainty of the project completion date, he has decided not to bother.

PRESIDENT – The President announced that for September 2009, the Strasburg Fire Company #1 responded to 13 fire calls. They are in the midst of the annual fund drive with approximately \$36,000 received so far which is a 30% return rate.

MANAGER – The Borough Manager highlighted the following items contained in her written report and added the following information:

1. The Public Works Employee that was injured has been released to return to light duty work on Saturday, October 16, 2009.
2. She and Don Bachman will be attending the Lancaster County Region 6 Breakfast at the Gap Diner tomorrow morning.
3. The Envision application was submitted for the Route 896 Relocation Project and awards will be done in December. The Borough Manager thanked Gail Anderson for her help with this award application.

POLICE – The Police Report for September 2009 was received and accepted. Chief Echternach reported that the new AED's have been put into service which were obtained thanks to a grant. He added that the Police Department is also back to full staff. Jim

Kiscaden stated that because of the recent misunderstanding involving a part-time meter reader, future part-time meter reading employees should be clearly identified. Bruce Ryder stated that would not have made a difference in this situation because this was in response to something a small child told his mother after the meter reader was gone, but agreed that proper identification in the future is a good idea. Randy Hock stated that he was impressed with the notification procedures taken by the school of the possible situation. May Gaynor stated that is another reason for the Borough to pursue the notification system because they do not have children and were not notified of the suspicious person who could have been on the lookout as well.

PUBLIC WORKS – The Public Works Department report for August 2009 was received and accepted.

ZONING OFFICER – The Zoning Officer’s report for September 2009 was received and accepted. Jim Kiscaden stated that he is pleased to see the additional building that is taking place throughout the town, four new homes are under construction in Charter Homes, and two additional new home permits have been issued to Charter.

ENGINEER – The Engineer’s report for September 2009 was received and accepted. Jim Kiscaden asked about the ponding problem in front of the Verizon building and the Borough Manger stated that it is her understanding that it has been resolved. Penny D’Alessandro asked about the stormwater project for Linda Arnold. The Borough Manager stated that because the Public Works Department was not fully staffed, they are obtaining prices from Mentzers to have the improvements completed by an outside vendor.

CONSENT AGENDA: Mike Sollenberger made a motion, seconded by Penny D’Alessandro and passed unanimously to approve the following items on the Consent agenda:

PAYMENT OF BILLS IN THE AMOUNT OF \$162,868.99
HARB CERTIFICATES OF APPROPRIATENESS – 41 EAST MAIN ST.,
147 EAST MAIN ST AND 148 EAST MAIN ST.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

ADOPTION OF LANCASTER COUNTY TAX COLLECTION BUREAU RESOLUTION

#2009-10: Penny D’Alessandro made a motion, seconded by Dale Spaulding and passed unanimously to adopt Resolution 2009-10 which designates the Lancaster County Tax Collection Bureau as the Lancaster County Tax Collection Committee for the purposes of the Local Tax Enabling Act.

EMPLOYEE POLICY UPDATE – HEALTH INSURANCE: Dale Spaulding made a motion, seconded by Penny D’Alessandro and passed unanimously to approve the updated Employee Policies dated October 7, 2009 which modifies the requirements for employee contribution toward deductibles and which mirrors the same requirements in the Police Contract.

STRASBURG TOWNSHIP'S REQUEST FOR POLICE COVERAGE: Mayor Ryder stated that they are seeking approval to begin negotiations to recommend the fees involved.

Mayor Ryder stated that no additional money would be spent on the Borough's part to provide this and actually would be reducing expenses by being reimbursed by the Township and is actually cost neutral. Steve Echternach clarified that the only coverage that the Township is requesting is minimal targeted traffic enforcement. Mayor Ryder stated that this would be essentially selling excess capacity because the officers are not on a call every hour they are on duty and that they believe that their minimal request of approximately 10 hours per week could be fit into the current schedule without sacrificing Borough coverage. Contrary, Mayor Ryder stated that if Council believes that we do not have police coverage to spare that investigating a police coverage agreement should be voted down. He added that everyone else involved believes that an agreement of this type would be beneficial because of the many other cooperative projects we work together on with the Township rather than them going elsewhere for this service.

Lee Potts made a motion, seconded by Don Bachman and passed unanimously to authorize Bruce Ryder, Mayor, and Steve Echternach, Police Chief, to negotiate an agreement with Strasburg Township for the Borough to provide police coverage, for Borough Council's consideration and approval.

REVIEW OF 2010 DRAFT BUDGET AND CAPITAL IMPROVEMENTS PROGRAM: The Borough Manager stated that a current unknown is how much Earned Income Tax will be received yet in 2009 and that she has a meeting scheduled with the LCTCB later this week and will provide an update to Council after that meeting. She added that the current draft includes a .4 mill tax increase which means an additional \$56.00 annually for the average home value of \$140,000.

The Borough Manager explained that other items to consider are GASB 45 pension fund expenses which our actuary has previously recommended us begin funding which include unfunded liability, police officer post retirement health benefits. She reminded the members that Council decided in the 2009 Budget to do a one-time delay of these payments and is also not yet included in the 2010 Draft Budget.

For health insurance increase projections, the Borough Manager stated that our agent estimated a 12-20% increase and in previous years, the middle of the increase projection was used. Using a 16% increase would mean that the employees would be required to pay for half of the deductible, and that is what is included in the draft budget.

The Borough Manager also stated that the past policy has also been to have a 5% fund balance but this draft budget only proposes a 1.5% balance, and if the 5% fund balance were desired, an additional \$49,000 would be necessary. Looking at the General Fund, this draft also shows expenses exceeding revenues by approximately \$25,000. The Capital Improvements Program was reviewed and some projects have been delayed in light of the current financial climate. She added that Charter Homes has obtained six building permits over the past two months and hopes that the housing climate is improving.

Mayor Ryder stated that the Borough's portion of the intersection improvements at Main/Miller/Lancaster Avenue needs to be added into the next year or two in the Capital Improvements Plan. The Borough Manager stated it is listed as a future project.

Jim Kiscaden suggested that our fee schedule be reviewed.

Jim Kiscaden stated that after additional information is known regarding some of these unknowns, that a tentative budget could be adopted at the November 10th meeting or a special meeting scheduled for later in November if necessary.

OTHER BUSINESS:

RESOLUTION 2009-11: Jim Kiscaden announced that this resolution authorizes the Shade Tree Committee to apply for a Municipal Challenge Grant through the Pennsylvania Community Forests and utilizes the funds currently budgeted as matching funds. Penny D'Alessandro made a motion, seconded by Don Bachman and passed unanimously to adopt Resolution 2009-11.

Penny D'Alessandro stated that she saw a real estate ad in the newspaper for the property at 54 West Main Street which states that the cottage could be used separately. The Borough Manager will forward this to the Zoning Officer to follow up.

Penny D'Alessandro also stated that there was an article in the paper about Columbia Borough proposing a rental unit inspection and stated that this is something we should consider to protect our renters as well.

CITIZEN'S COMMENTS: None.

EXECUTIVE SESSION: Jim Kiscaden adjourned the meeting into Executive Session at 8:58 p.m. to discuss personnel matters.

The regular meeting was reconvened at 9:23 p.m. at which time Jim Kiscaden announced that no official action was taken.

ADJOURNMENT: A motion was made by Dale Spaulding, seconded by Mike Sollenberger and passed unanimously to adjourn the meeting at 9:24 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

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**STRASBURG BOROUGH COUNCIL
NOVEMBER 10, 2009
MINUTES**

Members Present:

Jim Kiscaden

Penny D'Alessandro

Don Bachman

Dale Spaulding

Mike Sollenberger

Lee Potts

Others Present:

Bruce L. Ryder, Mayor

Lisa M. Boyd, Borough Manager

F. Steven Echternach, Police Chief

Cindy Hummel, LNP Correspondent

Randy Hock

May Gaynor

Florence Hoogerwerff

David Young

CALL TO ORDER AND PLEDGE TO THE FLAG: Council President Kiscaden called the meeting to order at 7:30 p.m., followed by a moment of silence in honor of Veterans Day tomorrow, followed by the salute to the flag. President Kiscaden announced that the meeting is being audiotaped to assist in the preparation of the minutes.

REQUESTS TO BE HEARD: May Gaynor questioned the proposed Authority water rate increase and asked the Borough Manager for examples of average and high water bills for her to calculate the increase impact. Jim Kiscaden stated that additional information will be provided after the Authority has taken definitive action. The Borough Manager reiterated that this increase is only proposed for the water rates and not for the sewer rates. May Gaynor also questioned an item included on the Solicitor's invoice for Sex Offenders. The Borough Manager stated that the Solicitor provided an update to a letter he had written years ago regarding zoning restrictions relating to the treatment of sex offenders.

Dave Young, representing Strasburg Heritage Society, asked about their donation request submitted at the last meeting. Mr. Young stated that the Heritage Society owns and maintains buildings that store historical records from the town. Penny D'Alessandro read from her request submitted at the last meeting stating that in addition to storing and displaying the Strasburg historical items, they are also restoring the only known remaining story and a half brick residence in Strasburg, which was owned by John Shroy, a local notable and poet. They have also received a grant which requires matching funds to do façade restoration for the first Methodist Meeting House in Strasburg. Penny D'Alessandro noted that recent budgets have not include a donation to the Heritage Society and is unaware if donations were ever given, but they are asking this donation to be added into the 2010 Budget. Jim Kiscaden stated that he was going to suggest during the President's Report that a donation to the Strasburg Heritage Society be paid for from the Park & Recreation Reserve Fund instead of being placed in the regular budget. Dale Spaulding asked for the status of the Heritage Society's capital campaign for the house restoration to which no one in attendance had that information.

MINUTES OF SEPTEMBER 29, 2009 AND OCTOBER 13, 2009: Mike Sollenberger made a motion, seconded by Dale Spaulding and passed unanimously to approve the minutes of the September 29, 2009 and October 13, 2009 meetings as printed.

REPORTS:

MAYOR – Mayor Ryder asked the Borough Manager to provide an update on the opening of the Route 896 Relocation Project. The Borough Manager stated that the traffic signals are on the required blinking period and the road is anticipated to open by Tuesday, November 17, 2009. Cindy Baker stated that a ribbon cutting ceremony should be held and Mayor Ryder stated that he has also received several similar requests. In light of these requests, the Mayor stated that a small, brief ribbon cutting ceremony including photographs will be held and more information will be forwarded to the members when the date is established.

PRESIDENT – Jjm Kiscaden stated that as he discussed earlier, he is suggesting that a one time contribution to the Strasburg Heritage Society be paid from the Park and Recreation Reserve Fund and is suggesting that this be discussed under other business. The Borough Manager stated that she is unsure of the uncommitted balance in that fund and agreed to obtain this information for the members consideration.

MANAGER – The Borough Manager highlighted the following items contained in her written report and added the following information:

1. The Library would like to apply for a United Disabilities service grant to install electric door openers on the main entrance door to their vestibule and to the library entrance door and they are asking for some support from the Borough for the required match. One type of match that can be used is to bring the Borough's two existing handicap ramps on our walkway at our building up to code. A proposal has been received in the amount of \$1,435.00 to bring them up to code and is proposing to pay for these out of our Sidewalk and Stormwater Reserve Fund.
2. In light of the completion of the Route 896 Relocation Project, HRG has seven days to complete a final inspection for any problems to be fixed and asked that if anyone has any problems or concerns to bring them to her attention. Bruce Ryder clarified that our final inspection is in addition to the inspections that have been completed by PennDOT.
3. Jim Kiscaden asked for the status on the police coverage with Strasburg Township. Bruce Ryder stated that they are working on a draft agreement based on the Providence Township/Quarryville Borough agreement but does not yet have a draft to present to Council for their review. The Mayor explained that after consultation with the Police Chief, they are proposing to offer Strasburg Township 12 hours per month, which is a reduced amount from their original request. He stated that he feels that, realizing it will take a few months to get the Ordinances in place, it will give us an approximate 10 month trial period, and our estimated charge would be \$4,500. Jim Kiscaden asked if the Township would be responsible for paying for our legal fees associated with adopting the necessary Ordinance. Bruce Ryder stated that both municipalities utilize the same legal firm and hopefully the Ordinance can be reviewed once and the model ordinance we are using was also created by their firm. Bruce Ryder also stated that the model

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ordinance that we are using is actually a month to month agreement. Mayor Ryder also stated that he and the Chief are comfortable that providing the 12 hours per month will not create a significant impact and not incur any incremental costs to the Borough. However, he added, that if Strasburg Township likes our police coverage and want additional hours in the future that the rate may change because our costs may also change if we were to offer more than the 12 hours per month, but that these items would be considered if the request is submitted. Bruce Ryder also stated that because the proposed agreement has not been seen by either municipal body that he does not think the revenue can be counted on and included in the budget yet.

4. Mike Sollenberger asked about the house on Pleasant View Drive that had previously been sent property maintenance violation letters. The Borough Manager stated that the property is being monitored and the Zoning Officer will be conducting a site visit and taking photographs.
5. She reported in her last month's report that Trails Phase 2 had complied with all outstanding issues and their next step will be to submit the final plan for Phase 2 which they have indicated will be after more homes are sold in Phase 1.

POLICE – The Police Report for October 2009 was received and accepted.

PUBLIC WORKS – The Public Works Department report for October 2009 was received and accepted.

ZONING OFFICER – The Zoning Officer's report for October 2009 was received and accepted. Jim Kiscaden noted that the Zoning Officer sent enforcement letters regarding satellite dishes and unregistered vehicles during the month. The Borough Manager stated that one of the satellite dish violators has agreed to remove his dish immediately upon his contract expiring, which is June 2010. Penny D'Alessandro asked about the accessory dwelling unit on West Main Street. The Borough Manager stated that she and the Zoning Officer discussed this and advised the real estate agent that the wording in their literature for this property needs to be changed to say that there is an outbuilding but any use of the outbuilding will require prior approval from the Borough.

ENGINEER – The Engineer's report for October 2009 was received and accepted.

TREASURER – Mike Sollenberger made a motion, seconded by Lee Potts and passed unanimously to accept and file for audit the Treasurer's Report for the period ending September 30, 2009.

CONSENT AGENDA: Penny D'Alessandro made a motion, seconded by Lee Potts and passed unanimously to approve the following items on the Consent agenda:

PAYMENT OF BILLS IN THE AMOUNT OF \$57,530.19

HARB CERTIFICATES OF APPROPRIATENESS – 11 WEST MAIN ST.,
306 MILLER ST AND 336 MILLER ST

APPOINTMENT TO TREE COMMITTEE – MARK ARBOGAST

UNFINISHED BUSINESS: Mayor Ryder asked that the discussion regarding the Special Payroll Reserve Fund Policy be moved up under Unfinished Business because it has bearing on the Preliminary Budget.

SPECIAL PAYROLL RESERVE FUND POLICY: The Borough Manager stated that Reserve Fund (75) is currently called the “Sickleave Reserve Fund” and its purpose has been to provide funding for sickleave in the event of illness or injury for replacement of staff at the direction of the department managers. She stated that the calculation method for this fund was evaluated to determine if it was overfunded. With the assistance of Mayor Ryder and the Police Chief and seeing first hand the affects of having employees out on sickleave this year, they have come up with a new calculation and determined that it was over funded. It is also their suggestion that this fund’s second purpose should be to fund the 27th pay which occurs approximately every 11 years. The result of paying the entire 2010 27th pay, putting money aside towards the next 27th pay, and having sufficient funds to provide for replacement staff when an employee is out on sickleave still leaves an overage in the fund and that overage is proposed to be reimbursed appropriately to the front budget. The calculation method was explained in detail. Bruce Ryder also stated that the reduced employee replacement costs realized this year were reduced because of the ability to utilize part-time police officers and could have been even less if additional part-time officers were available and that he would like additional part-time officers available to be utilized in the future.

Don Bachman made a motion, seconded by Cindy Baker and passed unanimously to approve the renaming of the Sick Leave Reserve Fund 75 to Special Payroll Reserve Fund 75 to be utilized for funding sickleave and 27th pay years.

APPROVAL OF CAPITAL IMPROVEMENTS PROGRAM: The Borough Manager stated that she is seeking approval of the items included in the 2010 Capital Improvements Program. Steve Echternach stated that one item he has listed in the 2011 projects is the purchase of the 800 MHz radios and that estimated cost has been reduced to \$28,000. Jim Kiscaden asked if any of the projects included in the 2010 Budget could be delayed until the next fiscal year. Bruce Ryder stated that a delay of some of the capital improvement projects would not have a great impact on the 2010 Budget and that delaying the purchase of a cruiser would create future budget problems. Chief Echternach also noted that the estimated cost to replace uniforms in 2010 should be reduced to \$5,000 and delaying the purchase of firearms from the 2009 budget to the 2010 budget for this reserve fund.

Dale Spaulding made a motion, seconded by Mike Sollenberger and passed unanimously to approve the Capital Improvements Program dated November 10, 2009 as amended.

APPROVAL OF 2010 PRELIMINARY BUDGET AND AUTHORIZATION TO ADVERTISE FOR PUBLIC INSPECTION: Members discussed the expenses exceeding the revenues and the amount of tax increase and the impact of the \$35,000 reduction in revenue from the Lancaster County Tax Collection Bureau.

Cindy Baker stated that she believes that we need to continue to support the library, especially because some of their other funding has been cut back even more. She suggested utilizing funds from donees that operate with a surplus and give that additional amount to the library. The

donation requests were reviewed. Don Bachman stated that the Strasburg Cemetery Association does not have hardly any money and he is concerned that it will not be mowed.

The Park and Recreation Reserve fund was discussed and Jim Kiscaden reiterated his suggestion to pay a donation to the Strasburg Heritage Society from this fund.

Bruce Ryder discussed the new reserve fund proposed for the Strasburg Fire Company and stated that he does agree that this is a good idea but also understands that these funds are not immediately needed operating funds and could possibly be delayed because there are Borough expenses such as the pension fund liabilities that we are not including in this budget. Jim Kiscaden stated that he is unable to comment because it would be a conflict of interest. Bruce Ryder also stated that he recognizes that if the fire company would decide to go away that the municipality must provide for fire protection and acknowledges that this reserve fund is a small expense compared to us providing it another way but also wonders if this is the year to begin this reserve fund. Mike Sollenberger also suggested another option is a fire tax. Jim Kiscaden stated that up to a 3 mill fire tax is permitted by law but that is not what we are proposing. Jim Kiscaden stated that approximately 30% of the fund drive recipients contribute to the fire company and the average donation is \$50.00.

2010 TAX LEVY ORDINANCE 2009-3 – AUTHORIZATION TO ADVERTISE: Cindy Baker made a motion, seconded by Dale Spaulding and passed unanimously to authorize the advertisement of the Tax Levy Ordinance 2009-3 setting the tax rate for the Borough of Strasburg at 2.83 for 2010.

NEW BUSINESS:

HISTORIC PROPERTIES PARTNERS – REQUEST FOR REDUCTION IN LETTER OF CREDIT: Don Bachman made a motion, seconded by Penny D'Alessandro and passed unanimously to approve the reduction in the Historic Properties Partners letter of credit #1109 in the amount of \$11,022.00 as reviewed, inspected and recommended by the Borough engineer, leaving a balance of \$75,056.30.

HAMPTON INN PROJECT DISCUSSION: Jim Kiscaden explained that the Authority, under their current tapping fee resolution, has provided 44 Strasburg Associates with two payment options and as of this date they have indicated that both fees stop the projects. Some of the positive aspects of the project are the additional tax revenue, water and sewer revenues, no impact on the school district, the architectural look of the proposed building, customer's utilizing the hotel may frequent the shops and restaurants in the Borough. Mike Sollenberger stated that the Borough has been without a Hampton Inn for 275 years and will do just fine without one in the future. The consensus of the members was that the Authority has offered tapping fees within their current resolution and if the project can move forward under these fees then the applicant can proceed with addressing the remaining conditions of the final plan and then onto construction.

OTHER BUSINESS:

Don Bachman reported that the annual Pearl Harbor Day Ceremony will be held on Sunday, December 6 beginning at 12:30 p.m. in the Borough square.

As discussed under the Borough Manager's Report, Mike Sollenberger made a motion, seconded by Dale Spaulding and passed unanimously to reflect our support of the library grant application by authorizing the installation of the handicap ramps at the Borough Office walkway at a cost of \$1,435.00.

CITIZEN'S COMMENTS: None.

ADJOURNMENT: A motion was made by Mike Sollenberger, seconded by Lee Potts and passed unanimously to adjourn the meeting at 9:47 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

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**STRASBURG BOROUGH COUNCIL
DECEMBER 8, 2009
MINUTES**

Members Present:

Jim Kiscaden
Mike Sollenberger
Lee Potts

Penny D'Alessandro
Don Bachman

Others Present:

Bruce L. Ryder, Mayor
Lisa M. Boyd, Borough Manager
F. Steven Echternach, Police Chief
Cindy Hummel, LNP Correspondent
Dennis Gehringer
Ken Johnson

Randy Hock
Mike Chiodo
Jan & Dick Kennell
May Gaynor
Mary Dresser
Stephen Smoker

CALL TO ORDER AND PLEDGE TO THE FLAG: Council President Kiscaden called the meeting to order at 7:30 p.m., followed by the salute to the flag. President Kiscaden announced that the meeting is being audiotaped to assist in the preparation of the minutes.

REQUESTS TO BE HEARD: None.

GATEWAY NORTH/PERFORMANCE STANDARDS PRESENTATION – DENNIS

GEHRINGER: Jim Kiscaden stated that Borough Council is just hearing Mr. Gehringer's proposal and that everything will be going back to the Planning Commission for their review and comment and no action will be taken by Borough Council this evening.

Mr. Gehringer stated that after the draft Township and Borough Ordinances were discussed a few months ago, Mr. Smoker and Mr. Desai agreed to prepare a draft for the Borough's consideration. Mr. Gehringer stated that he started with the two planning documents that the Borough has, the 896 Corridor study and Joint Comprehensive Plan. He stated that he does not think the Borough should have the same standards as the Township because the Borough's development is different than the suburban development of the Township. He added that because of being a tourist area, he believes that the design details of the general commercial area needs to be carefully examined as the pedestrian scale village area, attractive landscaping, appropriate lighting, and clear and attractive signage. He stated that he reviewed a lot of study documents and other ordinance documents country wide for areas which are historic villages on our same scale. He identified the key importance of this gateway zone is to reinforce the sense of arrival and connection to the Borough to convey a favorable image of the Borough. The format of the standard is to make it an overlay concept and that the existing commercial zone stays intact but as an option, the overlay zone imposes more strict standards and imposes standards that typically zoning can't get involved in, as an option that the landowner volunteers to take advantage of incentives. He also suggested the location of the North Gateway Zone as shown on a map.

MINUTES OF NOVEMBER 10, 2009: Mike Sollenberger made a motion, seconded by Penny D'Alessandro and passed unanimously to approve the minutes of the November 10, 2009 meeting as corrected.

REPORTS:

MAYOR – Mayor Ryder stated that he was at the Township meeting last evening regarding the Inter-municipal Agreement for Police Service and copies were also provided to Borough Council. He stated that this draft was taken from the amended agreement between Quarryville Borough and Providence Township with a couple of additions based on an agreement between New Holland Borough and West Earl Township. He reminded the members that this is an agreement for us to provide Strasburg Township 12 hours worth of police coverage monthly essentially for traffic enforcement and other things that go along with traffic enforcement such as court, filing charges, as well as arrests for criminal activity if it is seen while doing traffic enforcement. He added that this amount was derived based on the recommendation from the Police Chief to not impact the coverage to our town and that this amount may be adjusted after actual experience is known but can only be changed by agreement of both of the parties. The Mayor reminded the members that the Township will be reimbursing us for the actual time worked for their hourly rate, FICA, Medicare, Workers Compensation and, if applicable, overtime, as well as mileage. He added that, if approved, this agreement is anticipated to begin March 1, 2010. The Solicitor fees associated with the adoption of this agreement and ordinances will be paid for by the Township.

PRESIDENT – Jim Kiscaden provided the Strasburg Fire Company call information as having 9 in October, 6 in November and so far in December they have responded to many vehicle accidents. He also reported that it appears that the Hampton Inn project will proceed in the Spring. This progress was realized after he met with Mr. Desai and the Authority negotiated an agreement for the developer to pay the same water and sewer tapping fees but over an extended period of time. He added that this new hotel will generate approximately \$14,000 in taxes, \$29,000 in water and sewer usage fees, as well as provide employment opportunities and will not impact the schools.

MANAGER – The Borough Manager highlighted the following items contained in her written report and added the following information:

1. The Bypass project was submitted for consideration to receive an Envision award and that award will be made on January 28, 2010.
2. The final Bypass inspection will be held on December 17, 2009.
3. The Subdivision and Land Development Ordinance amendments that the Planning Commission has been working on for some time has been forwarded to the new Lancaster County Planning Commission representative and she will provide a courtesy review and will be submitted to Borough Council for their review at the January 12, 2010 meeting.
4. Mary Dresser attended the Smart Growth Summit and provided a thank you letter and an outline of the topics discussed as well as some of the handouts, and copies will be provided to Borough Council for their review.
5. The Joint Planning Commission meeting for December 2009 has been canceled.

POLICE – The Police Report for November 2009 was received and accepted. The Police Chief stated that they have started enforcement on Historic Drive. Jim Kiscaden stated that

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Penny D'Alessandro had provided some suggestions for additional signage on Historic Drive and suggested the Borough Manager forward that information to the PennDOT representatives. Additional signage suggestions along the bypass were discussed and will be forwarded to PennDOT.

PUBLIC WORKS – The Public Works Director was on vacation and a report will be forwarded upon his return.

ZONING OFFICER – The Zoning Officer's report for November 2009 was reviewed and accepted.

ENGINEER – The Engineer's report for November 2009 was received and accepted.

CONSENT AGENDA: Mike Sollenberger made a motion, seconded by Lee Potts and passed unanimously to approve the following items on the Consent agenda:

PAYMENT OF BILLS IN THE AMOUNT OF \$348,315.92
HARB CERTIFICATES OF APPROPRIATENESS – 123-125 EAST MAIN STREET
AND 120 EAST MAIN STREET
REAPPOINTMENT OF BOARD MEMBERS
2010 MEETING SCHEDULE

UNFINISHED BUSINESS:

APPROVAL OF 2010 FINAL BUDGET: Jim Kiscaden stated that this budget includes a .4 tax mill increase in order to balance the general fund budget, and calls for \$978,424 in revenues and \$974,627 in expenses. He stated that he received a call questioning the water rate increase to which he responded would be only an approximate \$4 per month increase for the average user and is the first increase since 2002 and that the sewer rates are the same as they were established in 1977. He added that the water rates are being increased because of the \$3.2 million in water system improvements which will be completed in 2010. Bruce Ryder reminded the members that the bulk of this increase is the result of the reduced amount of Earned Income Tax received this year which also affects future revenues.

Don Bachman made a motion, seconded by Penny D'Alessandro and passed unanimously to approve the 2010 Final Budget which includes a .4 mill tax rate increase.

ENACTMENT OF 2010 TAX LEVY ORDINANCE 2009-3: Jim Kiscaden stated that comparing us to similar Boroughs our size (Adamstown, Christiana, Denver, Marietta, Mountville, Quarryville and Terre Hill), with this increase, we will still have the third lowest tax rate.

Don Bachman made a motion, seconded by Lee Potts and passed unanimously to enact the 2010 tax levy ordinance 2009-3 setting the tax rate for the Borough of Strasburg at 2.83 for 2010.

NEW BUSINESS:

HISTORIC PROPERTIES PARTNERS – REQUEST FOR REDUCTION IN LETTER OF

CREDIT: Mike Sollenberger made a motion, seconded by Don Bachman and passed unanimously to approve the reduction in the Historic Properties Partners letter of credit #1109 in the amount of \$10,213.50 as reviewed, inspected and recommended by the Borough engineer, leaving a balance of \$64,842.80.

APPOINTMENT OF LANCASTER COUNTY TAX COLLECTION BUREAU L-S AREA

REPRESENTATIVE: Jim Kiscaden stated that West Lampeter Township, Strasburg Township and Strasburg Borough are the municipalities that comprise the L-S Area and Lisa Boyd is the manager that has had the most experience of the area.

Mike Sollenberger made a motion, seconded by Penny D’Alessandro and passed unanimously to appoint Lisa M. Boyd as the Lancaster County Tax Collection Bureau L-S Area Representative and Dee Dee McGuire as the alternate.

OTHER BUSINESS: Jim Kiscaden recognized and thanked Penny D’Alessandro and Lee Potts for their hard work as Council members, as their terms are expiring the end of the year. They were each presented with a gift certificate as a token of appreciation.

Jim Kiscaden stated that the funds in the Park and Recreation Reserve Fund were investigated and he reported that there is approximately \$1,900 and urged contributing \$1,000 to the Strasburg Heritage Society. Don Bachman made a motion to donate \$1,000 from the Park and Recreation Reserve Fund to the Strasburg Heritage Society. Lee Potts seconded the motion. Motion carried with members Kiscaden, Sollenberger, Bachman and Potts casting assenting votes. Member D’Alessandro abstained from voting because of her involvement with the Heritage Society. On behalf of the Heritage Society, she thanked Borough Council for their support. Jim Kiscaden asked about the membership in the Heritage Society because many of the members who started the organization have passed away. Penny D’Alessandro stated that there are a few loyal members and a lot of people who work on various projects, but that they are trying to build up the number of younger members.

Penny D’Alessandro stated that as her last meeting as a Borough Council member, she believes there remains some unfinished business of items that have been discussed in the past, that include:

1. Ordinance to inspect rental properties at least every two years or before new renters move in or if the rental property is for sale.
2. Keep an eye on properties in need of repair including 8-10 East Main Street.
3. Having tractor trailer “billboards” removed from along the Route 896 Bypass.
4. Restrict size of grocery stores that will be located on Historic Drive.
5. Reconstruction of walkway from North Decatur Street by bowling alley to the parking lot by the post office.

CITIZEN’S COMMENTS: Mary Dresser asked about the “billboard” on Historic Drive. The Borough Manager stated that this was forwarded to the Zoning Officer for enforcement and she will follow up with him. She added that she has also heard complaints regarding the path not

being rebuilt from the bowling alley to the post office. Lastly, she stated that she was concerned with the screening not yet being installed along the rear of properties along the rear yards along the east side of North Decatur Street. She stated that she was advised that there is not a deadline for them to comply with all of their requirements and questioned if there was anything the Borough could do to encourage/require the developer to install the screening because we are losing growth time and that there may be some reworking required because of the depth of the boulders. She added that possibly the developer may be encouraged to complete the improvements if reminded that their escrow can be reduced after the improvements are installed. The Borough Manager stated that she has been working with Rob Bowman directly and hopes to be in contact with him again this week. She added that reinstalling the walking path is the responsibility of Charter Homes because it was removed due to their stormwater work.

Mary Dresser also commented about the street trees that are supposed to be planted in the Trails at Strasburg development. Mary Dresser stated that there are suggested amendments in the Subdivision and Land Development Ordinance to require installation after a certain percentage of the development is constructed.

Jan Kennell stated that Charter Homes needs to install screening the area of their property and the Botchlet's and she has been unable to contact Charter Homes regarding this.

May Gaynor stated that she questions a developer's word when they are not completing obligations here but continue to plan other developments.

Don Bachman mentioned that the Pearl Harbor Day ceremony was well attended and was surprised by receiving a quilt from Jill Wagner, whose father received a flag last year that was also flown over Pearl Harbor. Don Bachman stated that he is also working on a 24,000 piece puzzle that is 5 feet high by 16 feet long that will be hung in Sunshine Corners when it is completed. Jim Kiscaden thanked Don Bachman for his ongoing service to the community.

Lee Potts stated that it has been a privilege to serve the community during his four years as a Councilmember and to work with the other members on the boards who have the community's best interests at heart.

Mike Sollenberger also thanked Lee Potts and Penny D'Alessandro for their service to the community as well as Bruce Ryder who was also acknowledged at the Borough's banquet. Jim Kiscaden also thanked Bruce Ryder for his many years of dedicated service to the Borough.

ADJOURNMENT : A motion was made by Mike Sollenberger, seconded by Don Bachman and passed unanimously to adjourn the meeting.

Respectfully submitted,

Lisa M. Boyd
Borough Manager